avila COLLEGE

1985-1987
Catalog

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MOTTO OF SAINT TERESA OF AVILA

"Deo adjuvante, non timendum."
"God helping, fear not."

AVILA COLLEGE
11901 Wornall Road
Kansas City, Missouri 64145
(816) 942-8400

The Avila College Campus

ACCREDITATION

Accrediting Agencies

North Central Association of Colleges and Schools

Committee on Allied Health Education and Accreditation/Joint Review Committee on Education in Radiologic Technology, and National Accrediting Agency for Clinical Laboratory Sciences.

Council on Social Work Education, B.S.W.

Missouri State Board of Nursing

Missouri State Department of Public Education

National League for Nursing

Professional Approval

American Bar Association, approval of Legal Assistant Program

Memberships

American Association of Colleges of Nursing
American Association of Colleges for Teachers Education
American Association of Collegiate Registrars and Admissions Officers
American Theatre Association
Association of College and University Housing Officials
Association Montessori International
Association of College Unions—International
Missouri Association of College Admissions Counselors
Missouri Fund Committee
National Association of Campus Activities
National Association of College Admissions Counselors
National Association of Intercollegiate Athletics
National Association of Intercollegiate Athletics for Women
National Association of Student Financial Aid Administrators
National Association of Student Personnel Administrators
National Federation of Carondelet Colleges
National Orientation Directors' Association

—Nondiscriminatory Policy—

Avila College does not discriminate on the basis of sex, race, age, color, handicap or national origin in administration of its educational policies, admission policies, scholarship and loan programs and athletic and other school administered programs. Inquiries may be addressed to the Director of Affirmative Action at Avila College.

This catalog is not to be construed as a contract. The college reserves the right to change fees, tuition, or other charges; add or delete courses; revise academic programs; or alter regulations and requirements as deemed necessary. Avila College offers both equal education and equal employment opportunities.

ACADEMIC CALENDAR

FIRST SEMESTER, 1985-86

August 22	Resident Students Arrive Resident Halls open, 1:00 p.m.
August 24	Classes Begin for Weekend College Students
August 26	Classes Begin for Day and Evening Students
August 31 - September 2	Labor Day Weekend (no classes)
September 14	Last day to change "I" (Incomplete) from Summer Session, 1985
September 8	Last day to register for (or add) classes or change sections
September 9	Mass of the Holy Spirit
October 9	Last Day for Filing Applications for Degree for May, 1986, Graduates only and those for August, 1986, who wish to participate in ceremony
October 10-13	Avila Day/Mid Semester Break (no classes)
October 14	Classes Resume
October 26	Last Day to Change to Audit
October 28	WP/WF Assessment Begins
November 9	WP/WF Assessment Begins for Weekend College and last day to change to Audit
November 26	Thanksgiving Recess begins after last class
November 27	Residence Halls close, 10:00 a.m.
December 1	Residence Halls open, 1:00 p.m.
December 2	Classes Resume
December 6	Last Day to drop a 15 Week Class*
December 7-8	Last Days to drop Weekend College Classes
December 9-15	Final Week Sessions
December 14-15	Weekend College—Final Sessions
December 14	Residence Halls close, 10:00 a.m.
December 15	Christmas Recess begins after last class End of first semester

SECOND SEMESTER, 1986

January 18	Weekend College Classes Begin
January 19	Residence Halls open
January 20	Classes Begin
January 26	Last day to change "I" (Incomplete) from first semester
March 5	Spring/Mid-Semester Break begins after last class
March 6	Residence Halls close, 10:00 a.m.
March 9	Residence Halls open, 1:00 p.m.
March 10	Classes Resume
	Last Day for Filing Application for Degree for August, 1986
March 22	Residence Halls close, 10:00 a.m.
March 23	Easter Recess begins after last class
March 31	Residence Halls open, 1:00 p.m.
April 1	Classes Resume
	Last Day for Filing December, 1986 Application for Degree
April 6	Last Day to Change to Audit
	WP/WF Assessment Begins
	Weekend College—Last Day to Change to Audit
	WP/WF Assessment Begins for Weekend College
April 26-27	Last Day to drop a Weekend College Class
May 2	Last Day to drop a 15 Week Class*
May 3-4	Weekend College—Final Sessions
May 3-9	Final Week Sessions
May 9	End of second semester
May 9-10	Commencement weekend
May 10	Residence Halls close, 10:00 a.m.

SUMMER SESSION, 1986

June 8	Residence Halls open
June 9	Classes Begin
June 20	Last Day to change "I" (Incomplete) from Spring Session
July 31	End of Summer Session after last class Residence Halls close

* In Nursing courses, withdrawal with grade assessment after 5th week of class in 7 week courses.

HISTORY OF AVILA COLLEGE

Avila College was founded by the Sisters of St. Joseph of Carondelet who participate in the social mission of the Church by ministering to the needs of society through education.

Avila was chartered in 1916, the first private college for women in Kansas City and was known as the College of St. Teresa. It offered a two-year liberal-arts program leading to an Associate of Arts degree. Avila became a four-year college in 1940 and was accredited by the North Central Association in 1946. It has maintained its standing since that time.

The rapid growth of the college decreed an expansion of building and curriculum. The college moved to a new suburban campus in 1963, with a new name, Avila, honoring Teresa of Avila. The college became coeducational in 1969. Nine buildings make up the campus: the academic building, administration building, student centre, faculty residence and chapel, theatre/nurse education complex, two residence halls, a library/education centre, and fieldhouse.

PHILOSOPHY

Avila College, sponsored by the sisters of St. Joseph of Carondelet, is an academic community dedicated to education in the liberal arts and the professional areas.

Avila is a Catholic college that seeks to foster the intellectual, spiritual and social growth of its members. The college community includes men and women with a diversity of religious convictions.

The administration, faculty, staff and students work together to create an environment wherein the quality of Christian hope permeates and enlivens an objective search for truth.

Avila students are encouraged to develop values which enable them to grow in freedom and responsibility as they respond to contemporary social and moral issues.

The Avila community provides an atmosphere of faith and support in which members may gain insight into themselves, their relationship with God, and their place in service in the world community.

THE COLLEGE

STUDENT SERVICES

Outside the Avila classroom is as rewarding as inside the classroom environment. Avila's *Student Affairs Division* enhances the academic experience through a variety of offices, programs, and services. The *Student Affairs* staff coordinates opportunities for personal, intellectual, physical, and spiritual growth. Combined, these opportunities promote a successful college experience.

RESIDENCE LIFE

Living away from home is a learning experience all its own. Avila's *Residence Life* program enables students to join a special "community of learners." The rewards of community living are many and are facilitated by *Residence Life* staff. The residence halls readily offer students the opportunities to make new friends, develop independence, remain close to academic endeavors, and perhaps, save money. Residential facilities consist of two modern and air-conditioned residence halls. Each hall has twin bedrooms for 116 students, lounge facilities, study areas, exercise rooms and kitchenettes. For further information contact the *Residence Life* office in Marian Centre.

ATHLETICS

Avila's *Athletics* program sponsors men's soccer and basketball and women's volleyball and basketball varsity teams. *Athletic* events are free to Avila students, faculty, and staff. Avila's teams participate in NAIA and have earned berths in district playoff competition numerous years. Please contact the *Athletics* office in Mabee Fieldhouse for additional information.

CAREER DEVELOPMENT

Career Development offers "Career and Life Planning," a three-hour credit course listed under the heading of Psychology, to assist students to develop individual life-long objectives and goals. *Career Development*, also located in lower Blasco Hall, sponsors job seeking, résumé writing, and interview skill workshops. In addition to college skills and career development, staff members are qualified and experienced in personal and group counseling.

HEALTH SERVICES

Health Services monitor students with special health concerns as well as promoting general over-all wellness of the campus community. Qualified personnel are prepared to meet student needs with diet and weight control, recording blood pressure and temperature, referrals, administering special prescriptions, and dispensing aspirin and cold tablets as necessary. Visit *Health Services* in Room 713, next to the Hodes Education Centre.

COLLEGE SKILLS

Academic abilities are increased through assistance programs for reading, writing, and study skills offered by *College Skills*, located in lower Blasco Hall. *College Skills* also provides specific subject tutoring and a three-hour credit class, "Strategies for Academic Success," listed in the Education course titles.

CAMPUS MINISTRY

Down the corridor from Health Services is *Campus Ministry* in Room 722. Services offered through *Campus Ministry*

are for all members of the Avila community regardless of religious preference. Students are invited to discover and develop their individual spirituality through a variety of programs: liturgical celebrations, music, volunteer services, retreats, peer ministry and more. Feel free to set up an appointment to discuss individual spiritual direction, counseling, or involvement in the *Campus Ministry* programs and activities.

STUDENT DEVELOPMENT

Student involvement and commitment are needed by every campus organization. Avila supports over 30 organizations, presenting a spectrum of activities, programs, and opportunities for student, faculty, and staff involvement. Coordinated through *Student Development*, the spectrum includes social events, entertainment, speakers, trips, recreation, films, academic-related clubs, college newspaper, cheerleaders, and student government. Join the fun! Volunteers from the campus community are the greatest resource for successful programs. Obtain the details for participation from the *Office of Student Life* in Marian Centre.

STUDENT LIFE POLICIES

As a student at Avila College, you, the Faculty, Staff and Administration are members of a unique community. This community is dedicated to the growth and development of individuals, which result in the growth of the community.

Participation in the community of Avila entails responsibilities as well as privileges. Acceptance and adherence to these are necessary for the protection of the rights of others and the protection and health of the community.

The following policies are guidelines for the responsibilities you have to the community in specific areas. Violation of these may restrict your privileges and jeopardize your membership in the community as detailed in the Student Code of Conduct. Questions concerning these guidelines should be referred to the Director of Student Development in Marian Centre.

STUDENT ORGANIZATIONS

Students bring to campus a variety of interests, and they are free to organize and join organizations to promote these interests.

Campus organizations must be open to all students without respect to race, creed, national origin, age, sex, or religious affiliation.

Campus organizations must be consistent with the philosophy of Avila College in their purpose and operations and be approved by the Dean of Students at the point of their formation.

To be classified as a recognized campus organization, and to obtain the rights and privileges thereof, each organization must register annually with the Director of Student Development.

At this time it must file . . .

A. A statement of purpose or constitution.
B. Rules and procedures as established.
C. Criteria for membership.
D. A current list of officers.
E. A complete financial statement.
F. The name of its faculty/staff advisor.
G. An accurate mailing address and phone number.
H. A meeting of the organization with a member of the Student Life staff must be held prior to recognition.
I. Organizations must be represented at Council of Presidents meetings (a group of organizational leaders whose role is to facilitate campus communication and organizational growth.)
J. Must have approval from the Director of Student Development for any dues charged or collected.

Recognized campus organizations may, in compliance with College policies:

A. Use College facilities and services.
B. Sponsor on-campus fund-raising events.
C. Request dates on the College Master Calendar.
D. Apply for funds through the Student Activity Fee Board.
E. Sponsor programs and activities under the auspices of Avila College.

Campus organizations are free to choose their advisor from the full-time faculty, staff, or administration of the College. Appointment of an advisor who is not a full-time member must be approved by the Director of Student Development. If an advisor cannot be identified within the Avila community, arrangements for advisement should be made with the Director of Student Development.

Organizations may affiliate with external organizations whose philosophy and operations are consistent with that of the campus organization and Avila College.

Active membership in recognized campus organizations is limited to members of the Avila College community (students, faculty, staff and administration). Voting privileges and the right to hold office are limited to members of the College community.

Recognized campus organizations may charge minimal membership dues if necessary for the successful operation of the organization. The amount of such dues must be approved by the Director of Student Development.

Revocation of recognized campus organization status may result in the following instances:

A. If an organization strays significantly from its purpose.
B. If there is mismanagement of funds
C. If the organization incurs debts.
D. If there is misuse of facilities or services.
E. If there is violation of policies.

Recognition status may be revoked only by the Dean of Students in consultation with the Director of Student Development.

Recognized campus organizations are responsible for compliance with the Code of Student Conduct. Infractions committed by organizations or individuals will subject both organization and individuals to possible disciplinary action.

STUDENT PUBLICATIONS

Student publications are an aid in establishing and maintaining free and responsible discussion and intellectual exploration on campus. They are a means of reporting college news and events of interest and serve in relating concerns and creative expressions of segments of the campus to the community as a whole.

The College through its representatives bears the legal responsibility and authority for publications and shall be their publisher. The College delegates certain editorial responsibilities to students and ensures sufficient editorial freedom for the student publications to maintain the integrity of purpose necessary for free inquiry and free expression in an academic community.

The editorial responsibilities of student editors and managers are to be governed by the canons of responsible journalism, such as the avoidance of libel, indecency, undocumented allegations, attack on personal integrity, and the techniques of harassment and innuendo. Their operation should be supportive of, and consistent with, the College philosophy.

The Dean of Students may appoint an advisory board, whose membership is representative of the campus community to assist in the process of appointing leadership, reviewing student publications, reviewing policies and structures, and establishing new publications. This board shall be called the Student Publications Committee.

Within this context, and in order to safeguard the integrity of student publications, the following guidelines are established:

1. Student publications are free of undue censorship provided responsible journalism is being practiced and content is consistent with College philosophy. Student editors and managers are free to develop editorial policies and news coverage consistent with the above.

2. The Student Publications Committee is responsible for the recommendation of editors and managers and is responsible for their review and recommendation of removal.

3. Editorial pages and sections of student publications must explicitly state that the opinions expressed are not necessarily those of the student body, the faculty, or the administration.

Policies concerning advertising, fiscal responsibility, and staffing structure are made by student editors and managers, subject to the review by the Student Publications Committee. The college as publisher shall retain the right to restrict advertising of products and services inconsistent with the philosophy of the College.

Student publications shall not discriminate in their staffing, advertising, news coverage, or editorial opportunity on the basis of race, age, sex, color, or national or ethnic origin.

GUEST SPEAKER POLICY FOR CO-CURRICULAR PROGRAMS

Avila is committed to an objective search for truth and supports and encourages the use of speakers in the co-curricular programs of the campus community.

Recognized campus organizations may invite speakers to the campus with the understanding that their presence does not imply approval or endorsement by the College or the sponsoring organization.

Invitations to guest speakers are subject to the approval of the Dean of Students or his/her designee.

Speakers whose topic and manner of delivery are consistent with the goals and philosophy of Avila College may be invited to the campus for a presentation upon the prior approval of the college. Contact for approval and the policies concerning the hosting of guest speakers should be made to the Director of Student Development.

There shall be no discrimination in the selection of speakers based on race, age, sex, color, national or ethnic origin.

Organizations or individuals violating any of the provisions or procedures concerning guest speakers are subject to the disciplinary procedures and penalties as stated in the Code of Conduct.

INFORMATION DISSEMINATION

Non-college personnel, firms, and corporations shall not erect or otherwise display any sign or poster, or distribute any handbill on Avila College property which advertises or otherwise calls attention to any product, service or activity without the expressed and written approval of the Director of Student Development.

Recognized campus organizations may display notices and promotional materials for events and services on the bulletin boards provided throughout the campus and designated for general use.

Notices and promotional material must contain the name of the sponsoring party. Sponsors are responsible for removal of posted materials immediately following the event.

Some display areas are designated for specific use or limited availability. These areas are established and assigned by the Director of Student Development. Display materials are subject to dating and removal after an established time period by the Office of Student Life.

Members of the campus community are permitted to advertise their own personal services and property for sale on designated bulletin boards.

Display of promotional or informational media outdoors, or in areas not specifically designated for that purpose, must be approved by the Director of Student Development.

Information concerning political candidates or issues are governed by separate policies available in the Student Life Office. In general, all campus political activity outside the classroom must have prior approval from the Office of Student Life.

FACILITIES AND SERVICES

College facilities and services are committed to the support of the institution's educational mission as defined by the College philosophy.

Facilities and services are used primarily for academic instruction. Specific use space, that intended for the specific use assigned (i.e. laboratories, library, etc.) is generally not available for other activities or events. After the scheduling of academic classes remaining space is available for use by:

A. College-sponsored activities.
B. Intercollegiate and Intramural Athletics.
C. Faculty, staff, and administration organizations.
D. Alumni and College-Affiliated organizations.

College facilities and services are available to non-College organizations or groups, contingent upon the availability and after their primary function has been served.

Use of College facilities and services must be in accordance with national, state, and local law and institutional policies, procedures and regulations. Organizations and groups must assume full responsibility for the conduct of activities and events and the obligations associated with the use of College facilities and services. They shall be responsible for the cleanliness and proper care of College property, equipment, and furnishings.

Facilities and services must be arranged through the Central Reservations Office. Facilities and services are assigned primarily on a first-come, first-served basis. Scheduling conflicts or adjustments shall be resolved by the Director of Student Development. Charges for use of facilities and services shall be determined by the Director of Student Development. The Director of Student Development establishes those administrative procedures and regulations necessary for the operation of the Central Reservations Office.

PAYMENTS OF DEBTS

Failure to make arrangements for the payment of a campus account by the due date may result in one or more of the following actions:

a) late payment penalty
b) a hold on the student's record
c) cancellation of the student's enrollment

PARKING

Restricted Parking areas are: fire lanes, dock areas and handicapped parking areas. Any car in these off-limits areas will be ticketed with a fine and subject to being towed away.

SALES AND SOLICITATION

No person, firm or corporation shall engage in the business of selling or advertising services, activities, or goods, take orders or make contracts for purchase or delivery, sell or offer for sale tickets, goods, activities, or services, solicit funds, subscriptions or orders for any purpose within the boundaries of Avila College, or at an event sponsored by Avila College without the written consent of the Director of Student Development.

Recognized campus organizations, and individual students, may request permission from the Director of Student Development for the sale of goods, services or solicitation of funds provided that advertising and activities involved are planned and approved in advance and that financial arrangements have been established and coordinated with the Office of Student Life.

CONTRACTS

In order to protect Avila College and its student organizations from financial and technical difficulties arising from contracts with entertainers, vendors, businesses, or other groups or persons offering services or products to students, all contracts for student-sponsored events or services must be approved and signed by the Director of Student Development. A copy of all contracts is filed in the Office of Student Life.

STUDENT I.D. CARDS

All students are required to have an official and validated Avila College I.D. card made by the Student Life Office during registration or during regular office hours for make-up cards. This card is an official record of the College and is non-transferable. It may be replaced due to loss, theft, or damage for an established fee. This fee is required for I.D. cards made more than three weeks after registration.

Students shall present their I.D. card upon request of an authorized College official for services or admittance to college activities or events. Due to Federal regulations, students must present their I.D. cards to receive their report cards.

CHANGE OF ADDRESS

Students are to report changes of address and telephone number to the offices of the Dean of Students and the Registrar.

CODE OF STUDENT CONDUCT

As a Catholic college, sponsored by the Sisters of St. Joseph of Carondelet, Avila maintains a philosophy that its educational role is more than the exchange of knowledge and the pursuit of wisdom. Avila is committed to the educational development of the total person and seeks to develop an environment that is conducive to academic endeavor, social, spiritual, personal, and physical growth with individual self-discipline and responsibility.

Attendance at a private educational institution is not compulsory. The individual who enters this community voluntarily assumes obligations of performance and behavior required by the institution, relevant to its purpose and functions. These obligations are generally higher than those imposed on citizens by civil and criminal laws.

Disciplinary sanctions may be imposed by the College whenever student conduct interferes with the College's responsibility of ensuring the opportunity of the college community to attain educational objectives or its responsibilities of protecting property, keeping accurate records, providing living accommodations and other services, and sponsoring non-classroom activities such as lectures, concerts, athletic events and social functions. When appropriate, students shall participate in the formulation of policies and rules pertaining to student conduct and in the enforcement of such rules.

When a student has been apprehended for violations of local, state, or federal laws, the College will not request or agree to special consideration for that individual because of his status as a student. The college will cooperate fully with the law enforcement agencies and with other agencies responsible for rehabilitation efforts. In addition to any action taken by civil or criminal authorities, the College reserves the right to impose its own disciplinary sanctions if the College believes that the student's conduct interferes with the purposes, objectives or responsibilities of the College.

The Code of Student Conduct applies to any student who is either registered for one or more hours or enrolled in a special program approved by the College. No sanction or disciplinary action shall be imposed on a student by or in the name of the College except in accordance with this Code.

SECTION A—Rights and Responsibilities

The College affirms the right of each student to be free from discrimination on the basis of race, color, national origin, religious creed, political views, age or sex.

The freedom of members of the College community to inquire, study, and evaluate and gain new understanding and maturity is essential to the future of our society. Reasoned and informed dissent plays a vital part in the role of a college.

Freedom to dissent and criticize is accepted in an attempt to avoid error, discover truth and to encourage originality and accomplishment.

Freedom cannot be protected or exercised in a community which lacks order and stability. Any individual who desires freedom must support the constitution, the law, and the authority of the College. They provide an orderly and stable community without which the work of the members of the College community cannot be pursued. Interference with members of the college in the performance of their duties and activities is regarded as unacceptable obstruction of the processes of the College and is self-defeating.

Freedom belongs to members of the College community. The right to free speech carries with it the responsibility to allow free speech. The right to assemble and listen to the expression of a viewpoint carries with it the responsibility to listen without interruption to the proper expression of dissenting viewpoints. The right to move freely in and out of College buildings on proper business carries with it the responsibility not to deny the same right of ingress and egress to others.

The right to be present on the campus carries with it a responsibility not to interfere with and obstruct the rights of others to use College facilities for their normal activities and functions. The right to own private property and to be protected from acts of physical violence carries with it a responsibility not to steal or damage the property of others, the property of the College, and not to commit a violent act against any member or guest of the College community.

This enumeration of rights and responsibilities shall not be construed to excuse, approve, or condone conduct hereinafter prescribed in Section III. It is the responsibility of members of the College community to maintain an atmosphere in which the violation of rights is not likely to occur and in which the exercise of such rights is assured.

SECTION B—Student Appeals Procedure for Academic Matters

Students at Avila College have recourse to an appeals procedure for the review of student course grades or of departmental status. Guidelines and Request Forms are available in the Office of the Academic Dean.

SECTION C—Purpose of Code of Student Conduct

It is the intent of this code to set forth in a clear, concise and uniform manner the obligations owed by those who join with the college community, to each other and to the College, and to set forth administrative and judicial procedures whereby those who are accused of violating the rules may be afforded due process and, if appropriate, fair and just sanction.

Students attending Avila College automatically place themselves under the jurisdiction of this Code of Conduct. It is of paramount importance for students to familiarize themselves with the rules and regulations affecting them.

SECTION D—Proscribed Conduct
The following list of examples of proscribed conduct and conduct similar to these examples is not intended to be all-inclusive. The lists set forth basic standards.

Examples of misconduct for which students are subject to disciplinary action fall into the following categories:

- Dishonesty, such as cheating, plagiarism, or knowingly furnishing false information to the College.
- Forgery, alteration, falsification, or misuse of College documents, records, or identification.
- Obstruction or disruption of teaching, research, administration, disciplinary procedure, or other College activities, including public service functions or other authorized activities on College premises.
- Theft, misuse of or damage to property of the College or of a member of the College community or campus visitor.
- Trespass or unauthorized entry to College facilities.
- Violation of College policies or campus regulation, including campus regulations concerning the registration of student organizations, the use of College facilities and equipment, or the time, place and manner of public expression.
- Failure to comply with directions of College officials acting in the performance of their duties.
- Conduct which adversely affects the student's suitability as a member of the College community.
- Use, possession, or distribution of narcotic or dangerous drugs, such as marijuana or lysergic acid dicthylamide (LSD), except as expressly permitted by law.
- Possession or use of firearms, ammunition, explosives, or dangerous chemicals, or use or threatened use of knives or any other object as weapons on College owned, controlled, or rented property or at College sponsored or supervised activities.
- Violation of rules governing residence in College owned, controlled, or rented property.
- Disorderly conduct, harassing, or lewd, indecent, or obscene conduct or expression or sexual misconduct on College owned, controlled, or rented property or at College sponsored or supervised functions.
- Possession or consumption of alcoholic beverages in any form on College owned, controlled, or rented property, or at College sponsored or supervised functions, except in those areas of the College premises or College activities which the Dean of Students or his/her designee has authorized, subject to prescribed regulations and Missouri state law.
- Possession of stolen property.
- Any unauthorized playing of a game for something of value, or selling, harboring or disposing of any ticket, or any interest in a scheme of chance, by whatever name, on College owned, controlled or rented property or at College sponsored or supervised activities.
- Failure to comply with the terms of any sanction applied under this Code.

A student who is found guilty of misconduct proscribed by Section D of this Code provides grounds for any of the sanctions found under Section E.

SECTION E—Sanctions
The following sanctions may be imposed upon students:

1. DISMISSAL. This sanction is one of the involuntary separation of the student from the College. The separation is permanent in that it does not project a definite time of eligibility to return. Any student who has been dismissed from the College for disciplinary reasons may be readmitted only by the authority of the President upon the recommendation of the Dean of Students.

2. SUSPENSION: This sanction is one of involuntary separation of the student from the College for a definite period of time after which the student is eligible to return. The disciplinary authority may establish additional requirements in individual cases which must be fulfilled prior to reinstatement.

3. DISCIPLINARY PROBATION: This sanction precludes the individual from representing the college in any official capacity such as intercollegiate activities including athletics or student office and may include loss of specific privileges. It is invoked for a specific period of time, not to exceed one calendar year, which is the prerogative of the disciplinary authority. A student is subject to dismissal or suspension if involved in any act of misconduct, including violation of the probation terms, while on disciplinary probation. The disciplinary authority may establish additional requirements in individual cases which must be fulfilled prior to reinstatement.

4. CONDUCT PROBATION: Conduct probation may include the loss of such privileges as may be consistent with the offense committed and the rehabilitation of the student. This sanction is imposed with or without restrictions for a definite period of time not to exceed one calendar year, the condition of which is the prerogative of the disciplinary authority. A student is subject to disciplinary probation, suspension or dismissal if involved in any act of misconduct, including violations on the terms of the probation, while on probation. The discipinary authority may establish additional requirements in individual cases which must be fulfilled prior to reinstatement.

5. ADMONITION AND WARNING: This sanction shall be administered by the disciplinary authority and carries with it no additional punitive action.

6. TERMINATION OF THE REGISTRATION AND PRIVILEGES OF REGISTERED STUDENT ORGANIZATIONS: This sanction includes the loss of registration of the registered student organization and/or loss of any or all privileges of a registered student organigation.

Temporary Suspension
As a general rule, the status of a student shall not be altered until the charges brought against him/her have been adjudicated. Experience has shown, however, that prompt and decisive disciplinary action may be required in extreme cases before there is an opportunity to conduct a hearing, as in cases in which a student's continued presence on campus constitutes an immediate threat or injury to the well-being or property of

members of the College community or to the orderly functioning of the College.

The imposition of temporary suspension shall entitle the suspended student to a prompt hearing on the charges against him/her. Fundamental fairness requires an informal review of the decision to impose temporary suspension in the absence of a prompt hearing on the charges.

HONOR SOCIETIES

Delta Epsilon Sigma is a national scholastic honor society for students of Catholic colleges and universities. Students who have completed fifty percent of their undergraduate program with a 3.5 grade point average are eligible for membership. Students are nominated to the society by a vote of the college faculty.

Kappa Gamma Pi is a national honor society for alumnae of Catholic colleges. Students graduating with a 3.6 grade point average and manifesting a potential for leadership are eligible for membership. Students are nominated to the society by a vote of the college faculty.

Pi Delta Phi is a national honor society for French majors and minors.

Alpha Sigma Pi is an Avila College honor society for recipients of the Avila Medal.

Sigma Theta Tau. Beta Lambda chapter, is a national honor society for nurses.

Psi Chi is the national honor society for students completing a major or minor in psychology.

AWARDS

The Avila Medal is an honor conferred by the president. The award is made on qualifications of character, service, and loyalty.

The Ariston Award is an honor conferred by the students on the outstanding senior.

Who's Who Among Students in American Colleges and Universities is an award conferred upon those graduating seniors who have shown outstanding merit and accomplishment.

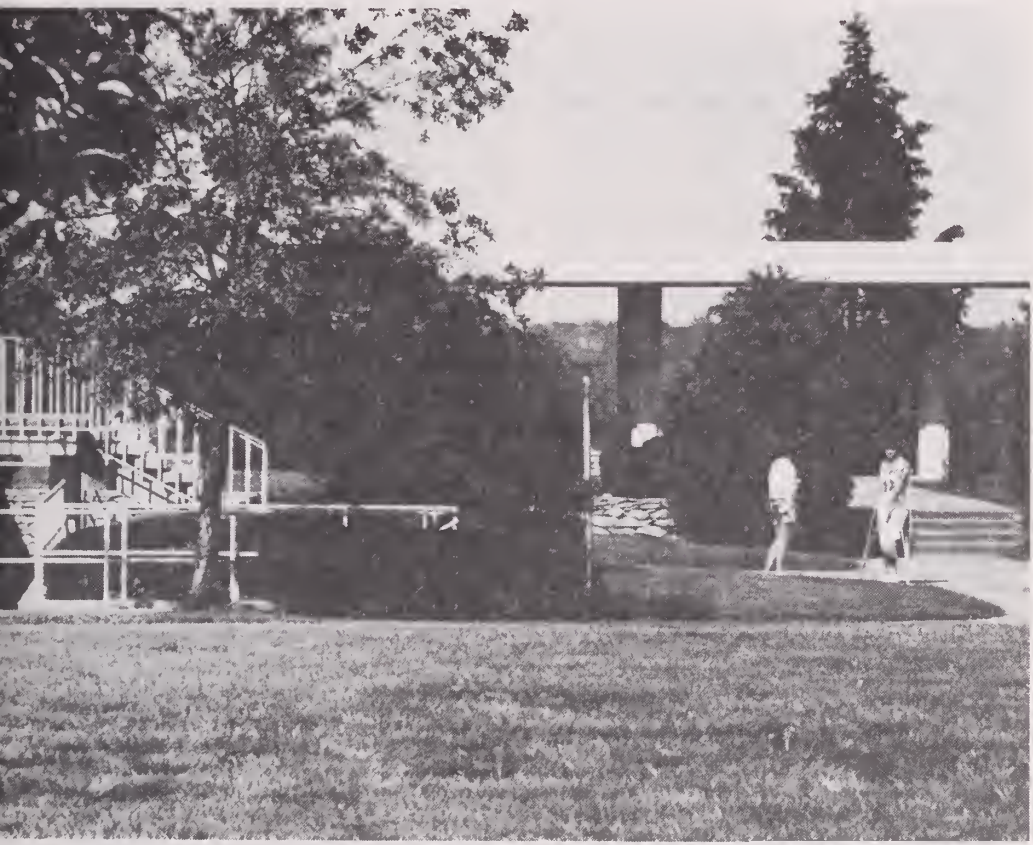
The St. Catherine's Medal is given annually through Delta Epsilon Sigma to the sophomore woman who has the best record of progressive achievement for her class at the college.

Academic departments and offices confer more than 20 awards for scholarship, leadership and contributions to the college. These are awarded annually at the Honors Convocation held on commencement day.

ALUMNI ASSOCIATION

Through the Avila College Alumni Association, men and women who have attended the college can maintain friendships and loyalties developed during their college years. Any former student who has completed twenty-four (24) semester hours of coursework at Avila is considered an alumnus. Through the association, alumni promote the continued growth of the college and their own interest in higher education.

ADMISSIONS AND EXPENSES



APPLICATION FOR ADMISSION

The admission procedures and policies of Avila are designed to assist in the selection of those students who can both profit from and contribute to the educational opportunities offered at the College. The admissions procedures which follow are applicable to both full-time and part-time students.

Each application for admission is considered on an individual basis, with the student's high school record, test scores and/or previous college record being of major importance.

All application materials, transcripts, letters of recommendation, etc., submitted for admission become the property of Avila College.

FRESHMAN APPLICANTS

Freshman applicants are urged to submit their applications for admission soon after the completion of the junior year of high school. The materials listed below must be submitted to the Director of Admissions in order that the student's application can be processed.

Required Materials:

- **Application for Admission.**
- **$20 non-refundable application fee.**
- **High School Transcript.**
  This may be sent after the completion of the junior year of high school. A final transcript showing date of graduation is required after completion of the senior year. An applicant should complete 16 units, including English, Social Science, Mathematics, and Natural Science. Graduates from non-accredited high schools will be considered on an individual basis.
- **The American College Test (A.C.T.) or Scholastic Aptitude Test (S.A.T.) is required.** The applicant may select either test although the A.C.T. is preferred. If the score reports of the A.C.T. or S.A.T. are on the high school transcript, then it will not be necessary for the student to obtain an official score report from either A.C.T. or S.A.T.

  (The A.C.T. examination is given on the Avila campus. Contact the Human Resources Centre in order to register or receive further details.) A person who has graduated from high school more than one year before entering college need not take a college entrance examination.
- **G.E.D.** Individuals who have not completed high school may be considered for admission on the basis of the General Education Development (G.E.D.) test.
- **References or self-statements will be requested when appropriate.**

Freshman Policies:

- **Permission for Treatment Form.** Missouri residents under 18 years of age and out-of-state students under 21 years of age must complete a Permission for Treatment Form prior to enrollment.
- **Freshman Residency Requirement.** The college believes in its responsibility to ensure that each new student is given maximum opportunity to succeed academically, developmentally and socially. This can best be accomplished through a total integration of the college environment and residence on campus. Therefore, all full-time, single freshmen under the age of 21 are required to live in college residence halls if they are not residing with parents or relatives. Contact the Student Life Office for further information.

TRANSFER APPLICANTS

Required Materials:

- **Application for Admission.**
- **$20 non-refundable application fee.**
- **College Transcript.** An official transcript must be sent directly from each college attended.
- **High School Transcript.** (Note: This requirement is waived if student has accumulated twenty-four (24) credit hours and has maintained a 2.0 (C) grade point average.)

RE-ADMIT STUDENTS

Former students who have not attended Avila during the previous semester will not need to re-apply for admission provided that:

- The student attended Avila during one or more of the previous four semesters.
- The student has not registered at another college or university since his/her last attendance at Avila.
- The student signs a Temporary Registration Acceptance form to verify his/her status.

All other returning students must first re-apply for admission. These students must order official transcripts from all colleges attended since their last enrollment.

GRADUATE STUDENTS

Graduate students are admitted through the individual academic departments. Interested students should directly contact the academic department of their choice for application materials and information.

INTERNATIONAL STUDENTS

Required Materials:

- A notarized English translation for each transcript submitted.
- Demonstrated proficiency in the English language by means of previous college coursework or standardized testing such as the T.O.E.F.L. or Michigan.
- Submit verification of financial support.
- Registration and fees for health insurance or proof of coverage.

NOTE: An I-20 student visa form will be issued only after satisfactory completion of the above.

NON-DEGREE SEEKING

(Enrichment, Teacher Certification)

a. Enrichment

Application for Admission

Note: Enrichment students are not in any major or program and are thus not eligible for any financial aid. These students are eligible to apply for acceptance to a degree seeking program at any time through the regular admission process.

b. Teacher Certification

The Education Department provides the opportunity for students who have previously earned a bachelor's degree to become eligible for a Missouri and/or Kansas teaching certificate by successfully completing a certification program. The teacher certification applicant must demonstrate the same competency requirements as those required for all education students. Consult the Education Student Handbook for specific requirements and procedures.

DUAL ENROLLMENT

(Pre-Freshman Admission)

Upon completion of the sophomore year in high school, students may register for college courses on the freshman level as follows:

- Applicants must meet Avila's admissions standards.
- Applicants must have written approval from the high school principal or counselor.

SPECIAL DEPARTMENTAL ADMISSION POLICIES

ADMISSION OF CYTOTECHNOLOGISTS

Registered Cytotechnologists who have not completed a baccalaureate degree may apply for a degree completion program. Upon completion of all other degree requirements, Registered Cytotechnologists will be awarded 33 credit hours for successful completion of their clinical training. Students must meet college admission requirements for transfer students and document completion of a CAHEA accredited program in Cytotechnology and submit a copy of their CT (ASCP) certification and registration.

ADMISSION OF MT (ASCP) REGISTERED MEDICAL TECHNOLOGISTS

Registered Medical Technologists who have not completed a baccalaureate degree will be granted thirty-three (33) hours of credit for successful completion of their clinical training. The remainder of their course requirements will meet those of the National Accrediting Agency for Clinical Laboratory Sciences and assure entry level competencies. The student must meet the college admission requirements for transfer students.

ADMISSION OF RADIOLOGIC TECHNOLOGISTS

Registered or registry-eligible technologists who have completed certification programs in Radiologic Technology are eligible for admission into the three-year program leading to a Bachelor of Science degree in Radiologic Technology. A two-year program is available to registered or registry-eligible technologists who have graduated from an accredited institution with an associate degree. Persons currently enrolled in Radiologic Technology training programs are eligible for admission with the approval of the Program Director, Avila College. All students must meet the college admission requirements for transfer students.

ADMISSION OF RESPIRATORY THERAPISTS

Registered or registry-eligible therapists may apply for a two-year degree completion program. If previous course work has been completed in a college setting, it should apply toward the baccalaureate degree. Potential candidates should contact the Respiratory Therapy Program Director or the Allied Health Division for further information. All students must meet the college admission requirements for transfer students.

ADMISSION OF REGISTERED NURSES

The Department of Nursing provides the opportunity for the registered nurse to earn a Bachelor of Science in Nursing degree. Registered nurses who are graduates of diploma or associate degree programs are eligible for admission. Advanced placement credit for some courses in the liberal arts and sci-

ences and in the nursing courses may be granted after satisfactory performance on proficiency examinations. The R.N. applicant must meet the same admission and graduation requirements as those required for all students. Applicants are asked to submit (a) official transcripts from all hospital R.N. programs, (b) State Board of Nursing scores, and (c) copy of R.N. license.

Re-Admission to Nursing Program:
Students requesting re-admission to the nursing major may obtain an application form from the Department of Nursing office. These forms must be submitted to either the chairperson of the Evaluation and Progression Committee or the chairperson of the Department of Nursing by:
March 15 for consideration the following fall semester *or* September 30 for those wishing to enter the following Spring.

ACCEPTANCE PROCEDURES

TYPES:

1. REGULAR ACCEPTANCE

2. PROVISIONAL ACCEPTANCE

Students not meeting admission criteria (previous grades, S.A.T. or A.C.T. scores, and class rank) but otherwise showing promise for academic success may be admitted as provisional students. Provisional students may be required to participate in a college skills training program designed to develop academic and college organizational skills. Provisional students may also be restricted in the number of credit hours for which they may enroll within their first semester as a condition of their acceptance.

3. REGISTRATION ACCEPTANCE

Persons who wish to enroll for courses, but have not been accepted for admission, may obtain permission to enroll by means of the Temporary Registration Acceptance. The T.R.A. allows a student to enroll for courses by signing an agreement to furnish appropriate credentials by a prescribed date and verifying grade point average. The T.R.A. may be obtained during a registration period and must be approved by an admissions officer. **Failure to furnish necessary credentials will result in grades and transcripts being withheld and denial of further enrollment.**

NOTIFICATION OF ACCEPTANCE

Upon receiving the required application materials, the Office of Admissions will consider each student's application. Within two weeks of a decision, the college will notify students of their status. A $150 tuition deposit is due upon written notification of acceptance. This deposit is non-refundable after May 1. Deposit will be credited to the student's account in the Business Office and deducted from the first semester's expenses.

Applicants for spring semester are asked to submit a $50 tuition deposit within two weeks of written notification of acceptance. Tuition deposits for the spring semester are non-refundable after January 1.

FINANCIAL AID

Avila College provides financial assistance to qualified students on the basis of both need and merit. The purpose of the Financial Aid program is to provide supplementary assistance to students who would otherwise be unable to attend college.

Parents, based on their financial ability, are expected to make a maximum effort to assist the student by underwriting the cost of education.

Students are also expected to assist themselves in meeting financial costs incurred in the educational process.

Financial aid and scholarship considerations are made without regard to a student's age, race, sex, religion, national origin, handicaps, political, social or economic beliefs.

A. WHAT IS FINANCIAL NEED

Financial need is defined as the difference between the costs of education (tuition, fees, room and board, books, transportation, and personal expenses) and the student's or family's ability to meet that cost. To assist in the determination of need, Avila College uses either the American College Testing Family Financial Statement (F.F.S.) or the College Scholarship Service Financial Aid Form (F.A.F.). Either service provides a standard evaluation of student or family resources and recommends a student's or family's contribution toward the cost of education.

B. HOW TO APPLY

Applicants for financial aid must meet the following requirements:

1. Submit an application for admission at Avila College. An applicant must be enrolled or accepted at Avila before any financial assistance can be awarded.

2. Each applicant must submit a Family Financial Statement (F.F.S.) to the ACT Student Assistance Programs, 2201 North Dodge Street, P.O. Box 1000, Iowa City, Iowa 52240, Avila College Code 2278; or a Financial Aid Form (F.A.F.) to the College Scholarship Service, Box 380, Berkeley, California 94701, Avila College Code 6109, designating Avila College as the Needs Analysis recipient.

3. Applicants must complete the Avila College Application for Financial Aid and return it to:

   Director of Financial Aid
   Avila College
   11901 Wornall Road
   Kansas City, Missouri 64145

4. Submit a copy of your I.R.S. 1040, 1040A, or 1040EZ. Dependent students must also submit a copy of their parents' I.R.S. 1040, 1040A, or 1040EZ.

5. Submit to the Financial Aid Office a Selective Service Compliance Form.

ALL FINANCIAL AID INFORMATION IS STRICTLY CONFIDENTIAL.

C. WHEN TO APPLY

Applications for Financial Aid must be made annually as awards cover a period not longer than one academic year and are made conditional on the availability of funds. Renewal of financial aid is dependent upon the funds available and the maintenance of satisfactory academic progress. The types of aid a student can receive may vary from year to year.

The major portion of financial aid is awarded prior to May 1; therefore, it is advantageous to apply and submit necessary forms as early as possible.

D. AWARD NOTIFICATION

Award notification will be mailed when the student's file is complete and reviewed. Award notices will include the total financial aid package.

Recipients of financial aid are required to indicate to the Financial Aid Office the acceptance of their award within 14 days of notification. Awards not accepted will promptly be reassigned to other students showing need for such funds. All financial aid programs that are administered through the Avila Financial Aid Department are limited by the funds available.

E. SATISFACTORY ACADEMIC PROGRESS

Federal regulations and Avila College require that any student receiving financial aid must maintain reasonable standards of satisfactory academic progress to continue receiving financial aid. Students may receive a copy of these regulations from the Financial Aid Office at Avila College.

F. TYPES OF AID AVAILABLE

1. INSTITUTIONAL AID

Avila College offers scholarships, grants, and work assignments to qualified students. Various aid programs are available and are based on the student's financial need and/or academic performance.

2. FEDERAL ASSISTANCE

(a) Pell Grants
(b) Supplemental Educational Opportunity Grants
(c) National Direct Student Loans
(d) College Work-Study
(e) Guaranteed Student Loans/Plus Loans

3. STATE ASSISTANCES

Missouri Student Grant Program

4. OUTSIDE AID

Applicants for financial aid should keep the College informed of other scholarships and awards received from outside sources, such as businesses, foundations, or professional groups.

For further information call or write the Director of Financial Aid.

GENERAL EXPENSES

THE AVILA GUARANTEED TUITION PROGRAM

This program allows students to purchase an optional contract which will GUARANTEE that their tuition costs do not increase over a four year period of full-time continuous undergraduate enrollment.

The one-time premium paid to secure the contract is equal to 10% of the full-time annual tuition the year of admission. The premium is non-refundable but will be returned in part if the student does not save money through the GUARANTEE program.

For further information and details, contracts can be obtained from the Admissions & Financial Aid Office or the Dean of Students Office.

TUITION

1985 - 1986

Full-Time Undergraduate Students

-12 to 18 hours - per semester	$2,250.00
(Credit hours in excess of 18 are $100 per credit hour)	
Student Centre and Activity Fee (per semester)	40.00
	$2,290.00

Part-Time Undergraduate Students

-1 to 11 hours	
Day Classes - per credit hour	130.00
Evening (after 1700) and Weekend Classes - per credit hour	90.00

Graduate Students

Day and/or Evening - per credit hour	140.00

Audit

The charge for auditing courses is the same as for courses taken for credit.

Non-Credit Courses

Courses for non-credit - per credit hour	35.00

Continuing Education Units (CEU) - As announced

Credit by Examination (CLEP)

General Examination - per credit hour	25.00
Subject Examination - per credit hour	28.00

Credit by Examination—Departmental

Per credit hour	20.00

NON-TRADITIONAL STUDENTS

Reduced registration fees are accessable on a space available basis for students 55 years of age and over. An application fee is assessed for credit or audit.

	Credit or Audit	Non-Credit
Tuition	1/2 regular	1/2 regular
Lab Fees	Regular	Regular
Student Activity Fee	1/2 regular	None

This policy does not include tuition for graduate credit.

ACADEMIC FEES

ART

Lab Fees

All Ceramics classes	each	$50.00
All Drawing classes	each	21.00
All Fiber classes	each	15.00
All Painting classes	each	18.00
All B/W Photography classes	each	40.00
All Printmaking classes	each	31.00
All Sculpture classes	each	17.00
AR 116 Art for the Elementary School (ED195)		20.00

Communication

CO 60-67, Film	each	20.00
CO 111 Speech Communications		2.00
CO 112 Human Communication		2.00
CO 130 Introduction to TV Production		25.00
CO 131 Producing/Directing for TV		25.00
CO 150 Introduction to Radio		20.00
CO 151 Advanced Radio Broadcasting		20.00

Education

ED 103 Microcomputers in Education	10.00
ED 106 LOGO	10.00
ED 196 Student Teaching (all areas) per credit hour in addition to tuition	9.00
ED 441 Educational Assessment	25.00
ED 475 Individual Intelligence Assessment	25.00
ED 492 Beginning Practicum	50.00
ED 494 Advanced Practicum	50.00

Music

Private lessons in voice and instruments (per semester)

Full-time College Students

Non-credit	(30 min. weekly)	95.00
Credit	(45 min. weekly)	100.00
Credit	(60 min. weekly)	130.00

Part-time College Students

Non-credit	(30 min. weekly)	115.00
Credit	(45 min. weekly)	150.00*
Credit	(60 min. weekly)	200.00*

*includes tuition for 1 credit hour

Non-college Students

30 minutes weekly	115.00
45 minutes weekly	170.00

Natural and Allied Health Sciences

Biology (per lab, see schedule)	35.00
Chemistry (per lab, see schedule)	35.00
Breakage fee (refundable)	5.00
Computer Science (per course)	35.00
Earth Science	5.00

Medical Technology

MT/BI 127 Hematology	35.00
MT 170A Advanced Hematology	15.00
MT 170B Clinical Lab Stat/QC	10.00
MT 170C Method Development & Evaluation	40.00
Physics (per lab)	35.00

Radiologic Technology

RT 96, Introduction to Radiologic Science	15.00
RT 98, 104, 108, 112 Radiographic Procedures I-IV ..... each	27.50

RT 116 Radiographic Procedures V	20.00
RT 101, 105, 107, 111, 113 Clinical Education I, III, IV, VI, VIII ..... each	25.00
RT 103, 109 Clinical Education II, V ..... each	15.00
RT 171 Administration Internship	10.00
RT 172 Teaching Practicum	10.00

Nursing

NU 100 Adaptation: A Conceptual Approach to Nursing	20.00
NU 154 Introduction to Adaptation Nursing	65.00
NU 16 Facilitating Adaptation Throughout the Life Cycle	65.00
NU 155, 164 Major Health Problems ..... each	65.00
NU 165 Psychiatric/Mental Health Nursing	65.00
NU 174 Child Health Nursing	65.00
NU 175 Maternity Nursing	65.00
NU 184 Management Process in Nursing	65.00
NU 185 Community Health Nursing	65.00

Physical Skills

Fees listed under each course in the Physical Education (PE) section of the Courses of Instruction.

Psychology

PY 117 Career Development	20.00
PY 475 Individual Intelligence Assessment	25.00
PY 478 Personality Assessment	25.00

Social Sciences

PA/CS 14 Introduction to Microcomputers	5.00
PA 185 Introduction to Research	15.00
PA/CS 186 Data-Base Management	15.00
PA/CS 187 Systems Analysis and Design	15.00
PA/CS 188 Data-Base Management II	15.00
PS/SW/SO 179 Applied Research	15.00

Speech and Theatre

ST 12 Introduction to Psychodrama	3.00
ST 20, 21 Fencing, Foil ..... each	5.00
ST All Acting Classes ..... each	5.00
ST 46 Lighting I	5.00
ST 85 Function/Care of Human Voice	5.00
ST 86 Voice and Diction	5.00
ST 112 Advanced Psychodrama	3.00
ST 114 Diction/Oral Interpretation	2.00
ST 115 Diction/Announcing	2.00

ST 116 Diction/Performance	2.00
ST 117 Diction/Readers Theatre	2.00
ST 118 Dialects/American	2.00
ST 119 Accents/Foreign	2.00
ST All Directing Classes . . . . . each	5.00

MISCELLANEOUS FEES AND SPECIAL SERVICES

Application Fee for all new students	20.00
Tuition Deposit for all new students (Spring, $50)	75.00
Graduation Fee	60.00
Penalty for late filing of Degree Application	10.00
Change in Program Fee (see section on Program Changes)	15.00
Change of Incomplete Grade (per card)	5.00
Late Payment Penalty	15.00
Deferred Payment Plan (per semester)	25.00
Cancellation of Registration Fee (see section on Tuition Adjustment)	50.00
Replacement Fee for lost or stolen Student ID and Initial ID's after the first three weeks of semester	2.00

Transfer Evaluation Fees:

First Evaluation (cost included in application fee)	0
Second Evaluation	5.00
Third and additional Evaluations . . . . . each	10.00
Transcript of college credits	2.00

The college reserves the right to revise its charges and fees at any time should it be deemed necessary.

Private telephones are available to each dormitory room at commercial rates.

RESIDENCE HALL

Room and Board—Double Room (per semester)	1,050.00
Room and Board—Single Room (per semester)	1,250.00
Room Reservation and Damage Deposit	50.00

ROOM AND MEALS

1. Rooms are reserved by written application to the Avila Student Life Office and payment of a $50 Room Reservation and Damage Deposit.
2. Former or present residents of a residence hall are not required to send a Room Reservation and Damage Deposit with their application/contract if a $50 deposit is already on record.

3. For refunds of the Room Reservation and Damage Deposit, see section on Refund Policy.
4. An applicant's name is placed on a waiting list when both the application/contract and Room Reservation and Damage Deposit are received.
5. After receipt of **all** application materials, and upon determination that space is available, the Housing Office will send the student a "Guarantee of Housing." At this point the student's application/contract becomes a binding contract for both parties.
6. A limited number of single rooms are available on a first-come, first-served basis. The college reserves the right to honor double room requests over single room requests.
7. The college does not provide pillows, linens, blankets, or bedspreads.
8. Room and board contracts are for the entire academic year. Juniors and Seniors may request one-semester contracts.
9. The college reserves the right to honor a yearly contract over a semester contract, as well as a full-time student over a part-time student contract.

PAYMENT AND REFUND POLICIES

PAYMENT OF ACCOUNTS

- **Payment in Full.**
  Avila College accepts Mastercard or Visa

- **Deferred Payment Plan**
  There is a $25.00 fee per semester and an agreement form must be signed.

  First payment due at time of registration. Balance payable in three equal installments during the semester. Financial Aid papers, if applicable, must be signed in the Business Office during the first week of classes.

PLEASE NOTE

Failure to remit first payment due or sign Financial Aid papers in Business Office will result in the cancellation of registration. (You may be reinstated by paying a reinstatement fee; however, your original classes cannot be guaranteed.)

Guaranteed Student Loan recipients—Federal Regulations do not permit bank checks to be endorsed until the first week of classes. If, at the time of registration, your check is not in the Business Office, you will be responsible for any payment due.

TUITION ADJUSTMENT AND REFUND POLICY

Tuition will be adjusted as a result of withdrawing from the classes during the first three weeks of the semester. (The first three weeks date from the first day of college classes according to the academic calendar—not the beginning date of individual courses.) Laboratory fees are not refundable. For weekend course policy, see section on Weekend Courses. The following schedule will be used:

1. FULL-TIME STUDENTS

Prior to the start of classes and first week—Cancellation of registration. Cancellation of all tuition and fees less $150 tuition deposit. **Note!!** Cancellation of registration is a complete withdrawal from college and no records will be kept. A $50 fee will be charged. To cancel registration, forms which are available in the Registrar's Office must be processed during the first week.

First Week—Change in status from full-time to part-time. Tuition will be reassessed at the part-time rate and the appropriate reduction made. The change in program card must be processed during the first week.

Second and Third Weeks—Withdrawal from school 50% reduction of tuition only.

Second and Third Weeks—Change in status from full-time to part-time. No reductions.

After Three Weeks—No reductions, original charges are due and payable.

2. PART-TIME STUDENTS

Prior to the start of classes and first week—cancellation of registration. Cancellation of tuition and fees.

NOTE: Cancellation of registration is complete withdrawal from college and no records will be kept. A $50 fee will be charged. To cancel registration, forms which are available in the Registrar's Office must be processed during the first week.

First Week—Withdrawal from some but not all classes. 100% reduction of tuition and fees.

Second and Third Weeks—Withdrawal from some or all classes. 50% reduction of tuition.

After Three Weeks—No reductions, original charges are due and payable.

IF ANY TUITION REDUCTION RESULTS IN AN OVER-PAYMENT, THE APPROPRIATE REFUND WILL BE MADE. IF ANY TUITION REDUCTION RESULTS IN THE STUDENT STILL OWING AVILA, IT WILL BE DUE AND PAYABLE.

3. NON-CREDIT STUDENTS

No refunds will be made unless the course is cancelled by the college.

CREDIT BALANCE REFUNDS

Credit balances may be requested at the Business Office any time after the second day of the semester for which aid is received. The following schedule will be used in refunding credit balances:

1. $300 or less: the entire amount will be refunded at one time.
2. Any amount over $300: $300 will be refunded initially and the remaining balance may be requested during the fifth week of the semester.
3. Students with Guaranteed Student Loans: the entire credit balance may be refunded at one time.

REFUND POLICY—RESIDENCE HALL

Residence hall students withdrawing from the residence hall during the first week of classes will receive a refund of the total room and board fee **minus** (a) the $50 deposit and (b) a daily room and board fee assessed from the opening day of the halls to the day of checkout. During the second week, students will receive a 75% refund of the total room and board fee. During the third week, they will receive a 50% refund of the total room and board fee. After the third week, they will receive a refund of their board fee on a prorated basis. Students dismissed from the residence halls after the third week of school as a disciplinary sanction receive no refunds and original charges are due and payable.

The $50 Room Reservation and Damage Deposit must be kept at $50 while a student is in residence. The deposit will be forfeited if the student has not occupied the room by 5:00 p.m. on the first day of classes. The room will be considered vacant unless previous arrangements have been made.

After a student has properly checked out of his room, the $50 Room Reservation and Damage Deposit, less unpaid assessments, is refundable to the student under the following circumstances:

1. Any new resident student who withdraws his application and who notifies the Housing Office in writing prior to June 7 for the first semester or November 15 for the second semester.

2. Students withdrawing from college at the end of fall semester and who notify the Housing Office in writing by November 15 for spring semester.

3. Contract period expires and student does not sign a new contract.
4. Returning resident students who request cancellation of their contract during the summer and who notify the Housing Office by June 7.
5. Graduation.
6. Residents who request in writing by November 15 and receive permission to terminate their residence hall contract in accordance with the residence hall termination policy.

SPECIAL EDUCATIONAL OPPORTUNITIES

CREDIT AND NON-CREDIT OPTIONS

DEPARTMENT OF CONTINUING EDUCATION

The Department of Continuing Education in cooperation with Avila's academic department, extends educational offerings beyond the traditional on-campus degree programs. Through conferences, workshops, seminars and short-term sessions, the residents of the community are provided the opportunity to continue their education in areas of personal and professional interests.

Continuing Education Unit
Continuing Education Units (CEU's), are granted for many continuing education offerings. CEU's are measured on the basis of number of contact hours of participation in an organized continuing education experience under appropriate sponsorship, capable direction and qualified instruction. (1.0 CEU equals 10 contact hours; .7 CEU equals 7 contact hours and so forth.)

A student may not earn both academic credit and CEU's for the same course.

Continuing education records are kept on file at the National Registry for Continuing Education, a service of the American College Testing Program. Permanent records are maintained there for persons completing requirements of a session. Transcripts are issued by the National Registry at the written request of the student. In addition, files are maintained in the Continuing Education Department Office at Avila College.

Enrollment is through the Department of Continuing Education, by mail or in person, and at the program site if spaces remain available.

NON-CREDIT PROGRAM

With the permission of the instructor, any person may enroll in credit courses offered at Avila College on a non-credit basis. Students taking courses for non-credit are not required to meet the admission requirements of the college, take tests, or attend classes regularly. Permanent records are not maintained and grade reports are not issued. The academic level of these classes provides interested persons from a variety of backgrounds and experiences an atmosphere for intellectual and professional growth.

Enrollment is through the Admissions Office in person, during the scheduled times of registration for credit courses.

The maximum number of hours accepted for all types of non-traditional credit, such as CLEP, experiential learning, and so forth, would be equal to one-half the number of hours needed for a degree. Each department may exercise its discretion to establish a maximum number of hours lower than stated if desired.

CARONDELET COLLEGES EXCHANGE PROGRAM

Avila College is a member of the National Federation of Carondelet Colleges (NFCC), an organization of the six colleges sponsored by the Sisters of St. Joseph of Carondelet in the United States. The other colleges are Fontbonne College, The College of St. Catherine, The College of St. Rose, Mount St. Mary's College and St. Mary's Junior College.

For more information and exchange form contact the Registrar's Office.

AVILA COLLEGE STUDENT EXCHANGE PROGRAM

Students enrolled for at least 12 hours at Avila may, with permission of advisor and Academic Dean, take one course per semester at one of the following colleges:

Longview Community College
Maple Woods Community College
Penn Valley Community College
Rockhurst College

There is no payment of additional tuition. Only lab, special course fees, and tuition per hour over 18 hours, must be paid at the college where the course is taken. **This exchange program does not apply to summer sessions.** For additional information and forms, see the Registrar.

CREDIT BY EXAMINATION

Avila College recognizes the fact that academic credit by examination is a valid and useful measure of scholastic achievement. The college presumes that persons seeking such credit are sufficiently knowledgeable in the area to be tested to preclude any pretest tutorial service.

Persons desiring credit by examination must be currently enrolled students. With the approval of their academic advisors, students may challenge courses in which they are currently enrolled. With acceptable scores, they must then officially withdraw from said courses in order to receive credit by examination.

Credits earned through transfer, life experience, military service or College Level Examination Program (CLEP) do not count as part of the final 30 hours of consecutive resident credits required for a degree at Avila College.

DUAL ENROLLMENT

Those high school students who have finished either their sophomore or junior year in high school qualify to take classes at Avila as dual enrollee students. No student who has graduated from high school qualifies as a dual enrollee student.

Tuition rate for dual enrollee students: one-half of regular tuition plus fees.

Registration as a dual enrollee is on a space-available basis.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

CLEP examinations for credit are administered by the Department of Continuing Education and are available to all persons requesting this service. These examinations are administered during the third week of each month.

There is a charge of $28 for each CLEP Subject Examination and $25 for each General Examination when taken separately. When students receive credit through Avila College, $20 per credit hour is charged for recording. If two or more examinations are taken, fees charged are based on the number of objective tests, regardless of whether they are General Examinations or Subject Examinations. For further information, please use the CLEP Registration Guide available in the Department of Continuing Education. The examination should be paid for by personal check or money order.

DEPARTMENTAL EXAMINATIONS

Departmental Examinations for credit are administered by each individual subject area and may be challenged as often as the department allows. The challenge of upper-division courses, performance courses, courses involving lab work and practicums is dependent upon departmental discretion. Students interested in registering for departmental examinations should contact the specific department for further information. Forms and procedures are available in the Registrar's Office.

The Departmental Examination fee is $20 per credit hour. Students not receiving credit or students withdrawing from Departmental Examinations after registering with the Registrar will not receive a refund of the $20 application fee.

CREDIT FOR MILITARY SERVICE

Military personnel and veterans will be granted credit for military service and college level work completed in service schools as recommended by the Commission on Accreditation of Service Experiences of the American Council on Education.

Six hours of Health and P.E. will be allowed at no cost to student upon presentation of DD 214/295 showing minimum of one (1) year of military service.

If student wishes to apply for credit in addition to the six hours of Health and P.E., he must obtain proper forms from the Registrar's Office.

CREDIT FOR EXPERIENTIAL LEARNING

In addition to Avila's testing program as described above, Avila provides academic credit for experiential learning.

To apply, students currently enrolled at Avila petition the department, present detailed accounts of experience and supporting evidence, and meet other specific departmental requirements.

Upon successful completion of the requirements, a grade of P (Pass) and credit hours are assigned.

The fee structure for Experiential Learning:
A $20 (non-refundable) application fee for each course plus $20 per credit hour for the hours granted. The $20 application fee will count toward the total charge.

ADVANCED PLACEMENT OF FRESHMEN

Advanced placement (with or without credit) is given to students who have done advanced work in high school and make satisfactory scores on the Advanced Placement Examination of the College Entrance Examination Board.

ACADEMIC INFORMATION

ACADEMIC REGULATIONS

CATALOG STUDENT MUST FOLLOW

The catalog in existence at the time a student first enrolls at Avila College is the one a student should follow in order to fulfill graduation requirements. With departmental approval, a student may choose to fulfill degree requirements under another catalog in existence during the student's attendance at Avila College.

If a student does not attend Avila College for four consecutive semesters (not including summer sessions), the student must then fulfill the requirements of the catalog in existence from the date of reenrollment to the student's year of graduation.

The dates of the catalog a student follows to fulfill degree requirements must be stated on the degree application.

CREDIT HOURS AND GRADING SYSTEM

Grades		Points per semester hour
A	excellent	4
B	good	3
C	average	2
D	below average	1
F	failing	0

W — Withdrawal without academic assessment prior to tenth week of classes. Note: For policy on weekend courses, see section on Weekend Courses.

WP/WF — Withdrawal with grade assessment beginning with the tenth week of classes. Note: Determination of withdrawal with assessment from short term courses will be made by the individual departments—approximately two-thirds of the length of the course.

AU — Audit. Courses may be taken for audit with approval of the instructor. Student may change credit course to audit prior to tenth week of classes. Student may also change an audit course to credit with permission of the instructor. A stipulation of audit is mandatory class attendance and, if not met, student may be withdrawn at the discretion of the instructor.

P/NP — Pass/No Pass. P-Pass, equivalent to A, B, C under the Pass or No Pass option. NP-No Pass, equivalent to D or F under the Pass or No Pass option. Courses may be taken on the Pass or No Pass option with the approval of the instructor and the major advisor. Permission forms are available in the registrar's office. This option may be contracted with the instructor. The instructor records the final grade as Pass or No Pass only. A Pass or No Pass grade may not subsequently be converted to a standard letter grade.

I — Incomplete. Course work required for a grade must be completed within six weeks after the close of a session unless a shorter time is stipulated by the instructor; if not, the grade of Incomplete will remain and cannot be subsequently changed to a standard letter grade.

The basis for determining the academic standing is the point-hour ratio. The Grade Point Average (GPA) is obtained by dividing the total number of grade points by the total number of semester hours, including transfer credits, but excluding grading assessments of W, WP, WF, AU, P, and I. Transcript letter grades may be assigned with + or −, but grade points will reflect only the letter grade in computation of the GPA. All grades for courses retaken will be displayed on the transcript, but only the best grade will be averaged into the GPA.

Additional information on the grading system for the Master of Business Administration program can be found in the MBA section of this catalog.

STUDENT LOAD AND CLASSIFICATION

A full-time undergraduate student carries from twelve to eighteen credit hours each semester. Excess credits may be carried only with the approval of the academic dean. A part-time undergraduate student carries from one to eleven credit hours.

Graduate students carrying nine hours or more of graduate credit are considered full-time.

A student on a degree program must have the approval of his advisor and the academic dean to take courses at another college. This request will not be granted if the student is within thirty hours of a degree, if the course is available on campus, or if the student does not have a "C" average.

Sophomore Status:
24 semester hours and "C" average.
Junior Status:
60 semester hours and "C" average.
Senior Status:
92 semester hours and "C" average.

ATTENDANCE

Attendance at all classes and examinations is required.

HONORS

Students are eligible for the Dean's List who have a course load of at least 15 hours carrying grade-points and a grade-point average of at least 3.5 on the 15 hours.

A. GRADUATION HONORS FOR FULL-TIME AND PART-TIME STUDENTS

Degrees are conferred with the following honors:

1. Summa cum laude - 3.900 cumulative grade-point average.
2. Magna cum laude - 3.700 cumulative grade-point average.
3. Cum laude - 3.500 cumulative grade-point average.

Graduation honors are based on all work completed before the semester during which degree requirements are fulfilled.

TRANSCRIPT OF CREDITS

Student records are confidential; therefore, official and unofficial transcripts are issued only at the written request of the student. Official transcripts are forwarded by direct mail to other institutions. Unofficial transcripts are issued to students for personal use. The fee for each transcript issued is $2.00 payable in advance.

Academic records are released when financial obligations to the college have been met.

TRANSFER OF CREDITS

Avila College accepts transfer credits from other institutions as recommended in the transfer credit practices directory published by the American Association of Collegiate Registrars and Admissions Officers.

Policies:

- A cumulative "C" average (on a scale where 2.0 = C) is necessary for admission as a transfer student.
- Credits received more than fifteen years ago will be accepted toward a degree, but not toward the total hours required for a major. In some instances, an exception to this rule may be made by individual departments.
- Nine semester hours of correspondence credit will be accepted toward a degree.
- Transfer students must have the approval of a major in writing from the major subject advisor before entering the junior year or, if the student has already earned junior standing, during the first semester of attendance at Avila College.
- Students transferring to Avila College with an associate's, bachelor's or advanced degree will have those degrees honored in lieu of core requirements for the Bachelor of Arts degree at Avila. However, if a student is pursuing two undergraduate degrees at Avila College concurrently, the core requirements for both degrees must be met.
- Students transferring from unaccredited colleges will be reviewed for possible provisional acceptance. Students thus accepted will be approved as degree-seeking candidates after successful completion of 30 hours at Avila College.
- Students transferring from two-year colleges *must* complete a minimum of 56 semester hours in a four-year accredited college. The final 30 semester hours must be consecutive resident credits at Avila.
- Credits earned through transfer, life experience, military service or College Level Examination Program (CLEP) do not count as resident credits.
- A *maximum* of 72 semester credit hours from accredited two-year colleges will be accepted toward the total hours required for a degree. Avila College will accept for transfer credit all courses designated as college or university equivalent by the accredited two-year college.

RELEASE OF STUDENT INFORMATION

Avila College is in compliance with the Family Education Rights and Privacy Act of 1974 for the reviewing of educational records. Students and parents of dependent students may request to review educational records as follows:

- Complete and sign a request with the office concerned. (Parents must supply evidence of dependency of child.)
- Set up an appointment for reviewing record.

PROGRAM CHANGES AND WITHDRAWALS

Program changes and withdrawals are official when forms that are available in the registrar's office have been processed. All program changes must be officially made within one week of the date of change or withdrawal. Students who do not officially withdraw from a course will receive a final grade of "F".

Registration for a class must be made before the last day given for entering a class. (Within two weeks during semester sessions and a shorter time during summer sessions.)

The fee for each change is $15.00. There is no fee for changes made as the result of classes cancelled by the college.

(SEE TUITION ADJUSTMENT POLICY)

PROBATION AND DISMISSAL

All students must maintain a cumulative grade point average of 2.0 ("C" average). Failure to maintain a cumulative 2.0 average places the student on academic probation. Full-time probational students are required to participate in a college skills training program designed to develop academic and college organizational skills. Students permitted to enroll by means of a temporary registration/acceptance may be dismissed without a probationary period for failure to earn a 2.0 ("C") grade point average in their first semester of attendance.

Underclassmen who maintain at least a 2.0 average the semester following academic probation will be given another semester to bring the cumulative average up to 2.0. Underclassmen who fail to remove academic probation within the two consecutive semesters following probation are subject to dismissal. Upperclassmen who fail to remove academic probation within the semester following probation are subject to dismissal. Students receiving two or more "F" grades in any one semester while on probation are subject to dismissal.

Freshmen, sophomores, and juniors may be dismissed without a probationary period if for the past semester they have a grade point average of less than 1.6. Seniors may be dismissed without a probationary period if for the past semester they have a grade point average of less than 2.0.

Students receiving two or more grades of "F" in any one semester will be placed on or continued on probation or are subject to dismissal. Removal of this type of probation will be made by the Committee on Admissions with the recommendation of the academic advisor. Underclassmen who fail to remove this type of probation within two consecutive semesters following probation are subject to dismissal. Upperclassmen who fail to remove this type of probation within the semester following probation are subject to dismissal. In the case of probationary action, a semester is defined as 12-18 hours in one semester for full-time students: 12 hours over a period of consecutive semesters for part-time students.

ENGLISH PROFICIENCY

Avila College recognizes the need for the improvement of English proficiency. At the present time, the college requires that undergraduate, degree-seeking students take an English Proficiency Examination. For further information, contact the Avila College Testing Centre.

APPEALS PROCEDURE FOR ACADEMIC MATTERS

Students at Avila College have recourse to an appeals procedure for the review of student course grades or of departmental status. Guidelines and Request Forms are available in the Office of the Academic Dean.

ACADEMIC DEPARTMENTS

• DEPARTMENT OF BUSINESS

Business Administration
- Accounting
- Administration
- Business Economics
- Finance
- Information Science
- International Business
- Legal Assistant
- Marketing
- Operations/Procurement
- Personnel/Industrial Relations

Master of Business Administration
- Accounting
- Administration
- Business Economics
- Finance
- Human Resource Management
- Management Information Systems
- Marketing
- Operations Management

• DEPARTMENT OF EDUCATION AND PSYCHOLOGY

- Elementary Education
- Montessori Education (Pre-School)
- Psychology
- *Secondary Education
- Special Education
  - Mental Retardation
  - Emotionally Disturbed
  - Learning Disabilities

Master of Science: Education
- Exceptionality

Master of Science: Psychology
- Mental Health Services

• DEPARTMENT OF MODERN LANGUAGES

- English
- French
- Spanish

• DEPARTMENT OF NATURAL AND ALLIED HEALTH SCIENCES AND MATHEMATICS

- Biology
- Chemistry
- Cytotechnology
- Pre-Medical
- Mathematics
- Natural Science
- Medical Technology
- Radiologic Technology
- Respiratory Therapy
- Mathematics/Computer Science

• DEPARTMENT OF NURSING

- BSN Program (NLN Accreditation)
- R.N. Degree Completion Program

• DEPARTMENT OF PERFORMING AND VISUAL ARTS

- Art
- Communication
- *Dance
- Music Education
- Piano, Organ, Voice
- *Music Theory
- Performing Arts
- Speech/Theatre

• DEPARTMENT OF RELIGIOUS STUDIES AND PHILOSOPHY

- Religious Studies Education
- *Philosophy

- **DEPARTMENT OF SOCIAL SCIENCE**
  - History
  - Political Science
  - Political Science: Pre-Law
  - Public Administration:
    - Health Services Administration
    - Personnel Administration
    - Systems Analyst
  - Social Work (C.S.W.E. Accreditation)
  - Sociology
  - *Gerontological Studies
  - *Women's Studies

*Minors available

AVILA'S WEEKEND COLLEGE

Avila's Weekend College is designed for students who find the weekend a convenient and attractive time for learning and study. It is designed to service students who, because of job and family responsibilities, find Saturday and Sunday classes compatible with their lifestyles and goals. Students in other cities across the country have found the Weekend College to be an exciting and meaningful experience in their quest for a college degree and personal enrichment.

The Weekend College is for people of all ages. It is for people interested in a degree. It is for people pursuing a career. It is for personal growth. In other words, Avila's Weekend College is for anyone who wishes to enrich their weekends by attending college classes.

Avila's Weekend College gives people an opportunity to earn a college degree by attending classes only on weekends. Weekend College students can earn as many as nine (9) credit hours each semester. Students can choose from weekly classes that meet in four different time slots:

Saturday mornings (9:00-11:40 a.m.)
Saturday afternoons (12:00-2:40 p.m.)
and two time slots on Sunday afternoons (1:00-3:40 p.m. and 4:00-6:40 p.m.)

DEGREES OFFERED ON WEEKENDS

Three college degrees are offered by the Weekend College. They are an Associate of General Studies Degree, a Bachelor of General Studies Degree, and a Bachelor of Science Degree in Business Administration with a concentration in administration. The requirements for these degrees are listed below.

WEEKEND INTENSIVE COURSES

Weekend intensive courses meet on one weekend only. The policies for these courses are listed below.

1. Closing dates for academic registration are at the discretion of the academic department and will be advertised in the class schedule. Typically the closing date for a weekend intensive course is one (1) week prior to the beginning of the course.
2. Students who do not attend any of the sessions of a weekend intensive course may withdraw, without assessment, within two (2) weeks of the end of the course.
3. Students who attend any part of a weekend intensive course may withdraw, without assessment, up to the date the last assignment is due.
4. Withdrawals, with assessment, are not an option for weekend intensive courses.

5. Part-time students who withdraw from a weekend intensive course before the beginning of the course receive full tuition reimbursement, minus an administrative charge. Full-time students who withdraw from a weekend intensive course before the beginning of the course receive tuition reimbursement as stated in the college catalog.

DEGREE PROGRAMS AND REQUIREMENTS

Avila College Offers

- A four-year program in the liberal arts and sciences leading to the degrees of:

  Bachelor of Arts
  Bachelor of Fine Arts
  (Performing Arts or Speech/Theatre)
  Bachelor of Music

- A four-year program in the liberal arts and sciences leading to the degrees of Bachelor of Science in:

  Biology
  Business Administration
  Chemistry
  Computer Science/Mathematics
  Cytotechnology
  Elementary Education
  Medical Technology
  Nursing
  Premedicine
  Preschool Education (Montessori)
  Radiologic Technology
  Respiratory Therapy
  Special Education

Also offered is a
Bachelor of Social Work

- Three college degrees are offered by the Weekend College. They are a Bachelor of General Studies Degree, an Associate of General Studies Degree, and a Bachelor of Science Degree in Business Administration with a concentration in administration.

- Associate Degree in Business Administration

- Graduate programs leading to the
  Master of Business Administration
  Master of Science in Education
  Master of Science in Psychology

DOUBLE MAJOR AND DEGREE CONFERRED

Double major and degree conferred when two majors are completed in different degree areas, the degree conferred will be granted in the primary degree area as indicated by the student.

Requirements for earning a second degree are as follows:

1. Completion of a minimum of thirty (30) semester hours at Avila College in addition to the hours required for the first baccalaureate degree.
2. Completion of a major with at least half of the major taken at Avila College; a "C" grade is required in all major courses.
3. Completion of the core requirements as listed for each degree offered at Avila College.

APPLICATION FOR DEGREE

Written application for a degree, Associate, Baccalaureate, or Masters, must be filed with the Academic Dean's office during the session preceding the semester required to complete degree requirements. Deadline dates for filing application for a degree are as follows: March 15 for Summer; April 15 for December; October 15 for May.

MINOR

A grade of "C" or better must be earned

for all courses required for any minor. To receive a minor a student must take at least six (6) hours at Avila in the minor subject.

TOTAL HOURS FOR THE MAJOR

Should a student seeking a Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science or Bachelor of Social Work take more than 60 (or 75, BFA; 77, BU/EC) semester credit hours in a department (including lower and upper-division courses), the additional credit hours over 60 (or 75, 77) will be added to the semester credit hours required (usually 128) by the college for a bachelor's degree.

BACHELOR OF ARTS

The candidate for the Bachelor of Arts degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C"). No more than 42 hours in one subject may be required for a major. No more than 60 hours in one subject may be counted toward the 128-hour requirement.
2. Completion of the final 30 hours at the college.
3. Completion of the following core requirements:

Humanities—21 hours

Area I—Performing and Visual Arts (9)
3 hours of Speech required
6 hours required in two of the following areas:
Art
Music
Theatre

Area II—English (6)
3 hours of Writing
3 hours of Literature required

Area III—Philosophy and Religious Studies (3)
3 hours required

Area IV—Foreign Language (3)
3 hours required

Social and Behavioral Sciences—15 hours required in three of the following areas:
Economics
History
Political Science
Psychology
Sociology

Natural Science and Mathematics—12 hours required with one course in each of the following three areas:
Mathematics
Biological Science
Physical Science:
Chemistry
Earth Science
Physics

Note: All courses approved as fulfilling core requirements in the above areas are desginated by the letters, **BAC,** following the course descriptions.

4. Completion of a major of not less than 27 semester hours in one subject area including 20 semester hours in upper-division courses; a minimum grade of "C" in each upper-division course in the major. Completion of at least 12 upper-division hours in the major at the college.
5. Completion of requirements specified by major departments.
6. Approval of a major in writing from the major subject advisor before entering the junior year.
7. Successful completion of recital, exhibit, project, research paper, oral examination, and/or any other department evaluation requirement.
8. The National Teacher Examination is required of all seniors preparing to teach.

BACHELOR OF FINE ARTS in either PERFORMING ARTS (dance, music, speech and theatre) or SPEECH AND THEATRE

The candidate for the Bachelor of Fine Arts degree in either Speech and Theatre or the Performing Arts must meet the following requirements:

1. The completion of a minimum number of credits (for specifics, see PF and ST sections of catalog) with an overall average of "B" before submitting to the respective Faculty Review Board a request in writing for B.F.A. candidacy. An Avila residency requirement of three academic years is required. A student's previous studio experience in an accredited college will be evaluated as a part of this residency requirement.
2. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C"). 75 hours in the major subject area are required.
3. P/F grades are not permissible in B.F.A. ST/PF core requirements.
4. Completion of the final 30 hours at the college.
5. Completion of the following core requirements:

Humanities—21 hours

Area I—Performing and Visual Arts (9)
- 3 hours of Speech required
- 6 hours required in two of the following areas:
  - Art
  - Music
  - Theatre

Area II—English (6)
- 3 hours of Writing
- 3 hours of Literature required

Area III—Philosophy and Religious Studies (3)
- 3 hours required

Area IV—Foreign Language (3)
- 3 hours required

Social and Behavioral Sciences—15 hours required in three of the following areas:
- Economics
- History
- Political Science
- Psychology
- Sociology

Natural Science and Mathematics—12 hours required with one course in each of the following three areas:

Mathematics
Biological Science
Physical Science:
Chemistry
Earth Science
Physics

6. Completion of major requirements (see requirements listed under major). Completion of at least 24 upper-division hours in the major at Avila. Minimum of six semesters at Avila for transfer student, eight semesters minimum for entering Freshman—or departmental approval.
7. A thesis, comprehensive examination, recital, exhibit, or senior project.
8. The National Teacher Examination is required of all seniors preparing to teach.

BACHELOR OF GENERAL STUDIES

The candidate for the Bachelor's Degree in General Studies must meet the following requirements:

1. Completion of at least 128 semester hours with a minimum grade point average of 2.0 (average grade of "C").
2. Completion of the final 30 hours at Avila College.
3. Successful completion of the English Proficiency Examination.
4. Completion of the following distribution requirements:

Humanities—21 hours with one course in each of the following three areas:

Area I—Fine Arts:
- Art
- Communication
- Dance
- Music
- Speech/Theatre

Area II—Language and Literature:
- English
- French
- Spanish

Area III—Philosophy and Religious Studies

Social and Behavioral Sciences—21 hours in three of the following areas:

- Economics
- History
- Political Science
- Psychology
- Sociology

Natural Science and Mathematics—21 hours with one course in each of the following three areas:

- Mathematics
- Biological Science
- Physical Science:
  - Chemistry
  - Computer Science
  - Earth Science
  - Physics

5. Completion of 18 credit hours of additional credit in each of *two* General Areas (Humanities, Social and Behavioral Sciences, and Natural Science and Mathematics). 12 of these credit hours in each general area must be from upper-division courses. All 36 credits from this section must have a grade of "C" or better.
6. Completion of LA 199, Integrative Seminar in Liberal Arts, with a grade of "C" or better.
7. Students majoring in general studies must take at least 50% of their courses at Avila on the weekends.

ASSOCIATE OF GENERAL STUDIES

The candidate for the Associate in General Studies must complete the following requirements:

1. Completion of 64 hours with a minimum grade point average of 2.0.
2. Completion of the final 18 hours at Avila College.
3. Successful completion of the English Proficiency examination.
4. Completion of the following distribution requirements:

Humanities—18 hours with one course in each of the following three areas with a grade of "C" or better in each course.

Area I—Fine Arts:
- Art
- Communication
- Dance
- Music
- Speech/Theatre

Area II—Language and Literature:
- English
- French
- Spanish

Area III—Philosophy and Religious Studies

Social and Behavioral Sciences—18 hours in three of the following areas with a grade of "C" or better in each course.
- Economics
- History
- Political Science
- Psychology
- Sociology

5. Students majoring in general studies must take at least 50% of their courses at Avila on the weekends.

Natural Science and Mathematics—18 hours with one course in each of the following three areas with a grade of "C" or better in each course.
- Mathematics
- Biological Science
- Physical Science:
  - Chemistry
  - Computer Science
  - Earth Science
  - Physics

BACHELOR OF MUSIC

The candidate for the Bachelor of Music degree must meet the following requirements:

1. Completion of at least 128 semester hours (132 for Music Education majors) of academic work with a minimum grade point average of 2.0 (average grade of "C"). 67 hours in the major subject area are required.
2. Missouri Secondary Certification requires "an overall grade point average of at least 2.5 on a 4.0 scale."
3. Completion of the final 32 hours at the college.
4. Completion of the following core requirements:

Humanities—21 hours with the following distribution:
One course English Composition (3)
One course English Literature (3)
One course Speech Communication (3)
One course Art (3)
One course Theatre (3)
One course Philosophy/Religious Studies (3)
One course Foreign Language (3)

NB—Music Education majors are requied for state certification to have 2 courses in English Composition for a total of 24 hours.

Social and Behavioral Science—12 hours in three of the following areas:
- Economics
- History
- Political Science
- Psychology
- Sociology

NB—History, Political Science, and Psychology are required for music Education majors to fulfill state certification requirements.

Natural Science and Mathematics—12 hours with one course in each of the following three areas:
- Mathematics
- Biological Science
- Physical Science

5. Completion of major requirements (see Music course listings); a minimum grade of "C" in each upper-division course in the major. Completion of at least 24 upper-division hours in the major at Avila.
6. Approval of major in writing from the major subject advisor before entering the junior year.
7. Successful completion of two (2) recitals (performance majors) or comprehensive examination (music education majors).
8. The National Teacher Examination is required of all seniors preparing to teach.

BACHELOR OF SCIENCE IN BIOLOGY, CHEMISTRY, COMPUTER SCIENCE/ MATHEMATICS, AND PREMEDICINE

Bachelor of Science Degrees in Biology, Chemistry, Computer Science/Mathematics, and Premedicine require:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 ("C").
2. A grade of "C" or better in all Natural Science, Computer Science, and Mathematics courses.
3. Completion of the final 30 hours at the college.
4. Completion of the following core requirements:

Humanities—21 hours with one course in each of the following three areas:

Area I—Fine Arts
- Art
- Communication
- Dance
- Music
- Speech/Theatre

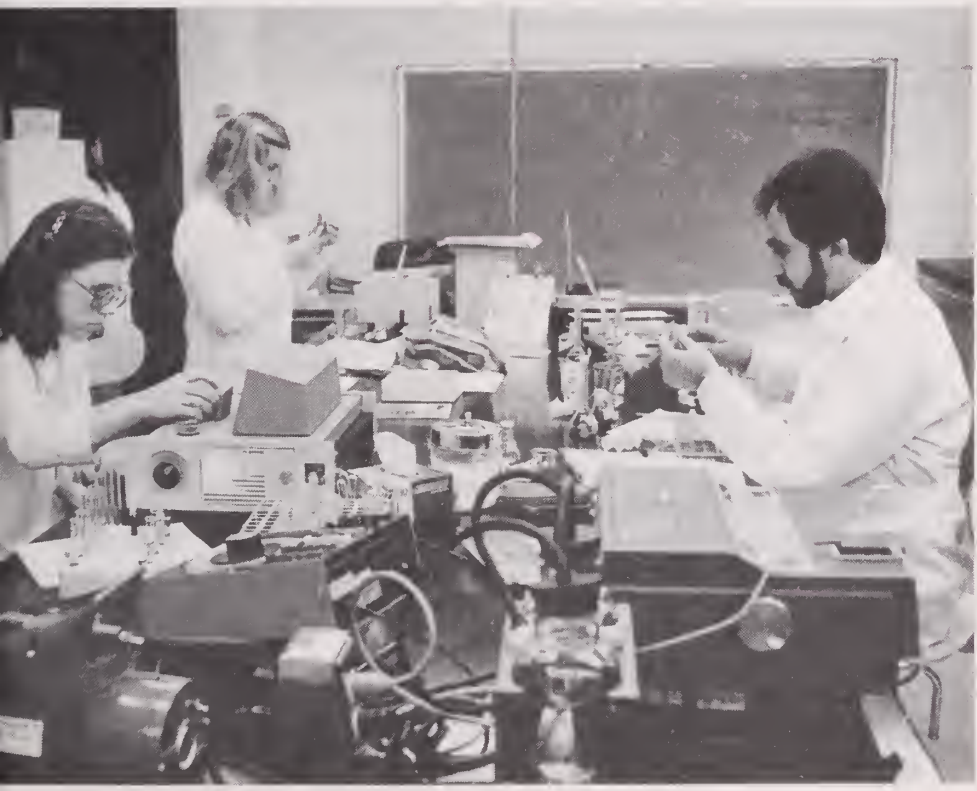
Area II—Language and Literature
- English
- French
- Spanish
- Other Foreign Languages

Area III—Philosophy and Religious Studies

Social and Behavioral Sciences—15 hours in three of the following areas:
- Economics
- History
- Political Science
- Psychology
- Sociology

Natural Science and Mathematics—12 hours with one course in each of the following three areas:
- Mathematics
- Biological Science
- Physical Science

5. The National Teacher Examination is required of all seniors preparing to teach.
6. See BIOLOGY, CHEMISTRY, COMPUTER SCIENCE/MATHEMATICS, AND PREMEDICINE sections of the catalog for further degree requirements.



BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

The candidate for the Bachelor of Science degree in Business Administration must fulfill the requirements listed below. Prior to formal admission to the department, students should seek advice from designated academic advisor.

CRITERIA FOR COMPLETION OF THE BACHELOR OF SCIENCE DEGREE IN BUSINESS ADMINISTRATION

1. Completion of at least 128 semester hours of academic work with a minimum overall grade point average of 2.0 and no more than 77 hours of BU/EC courses. Effective fall, 1983, business courses that are cross-listed are counted against the 77 hour limit regardless of the departmental designation under which credit is granted.
2. Achievement of a minimum grade of "C" in all courses required for the major.
3. Completion of at least 12 hours of upper-division courses in the major at Avila College.
4. Satisfactory score on the English Proficiency Examination.
5. Completion of the basic requirements and emphasis requirements outlined.
6. Successful completion of the departmental Algebra Proficiency Examination. (Students who have satisfactorily completed a calculus course are exempted from this requirement.)
7. Completion of the final 30 hours at the college.
8. Completion of the following core requirements:

Humanities—21 hours (Art, Communication, Dance, English, Foreign Language, Humanities, Philosophy, Religious Studies, Speech/Theatre)
Required:

CO 111 Speech Communication
or
CO 112 Human Communication
EN 15 Fundamentals of Writing I
EN 28 Fundamentals of Writing II
One BAC course in Philosophy or Religious Studies
One BAC course in Art, English, Music or Speech/Theatre

Social and Behavioral Sciences—15 hours with at least one course each in three of the following areas:

Economics
History
Political Science
Psychology
Sociology

Required:

Py 11 General Psychology (All majors)
PS 12 American National Government (Marketing majors only)
SO 11 Introduction to Sociology (Marketing and Personnel Administration/Industrial Relations majors only)

Natural Science and Mathematics—9 hours with one course in three of the following areas:

Biology
Chemistry
Earth Sciences
Mathematics
Physics

Required:
MA 16 (or equivalent)

Recommended:
MA 31 Calculus and Analytic Geometry I (required for Business Economics and Operations/Procurement majors).

ASSOCIATE DEGREE IN BUSINESS

The candidate for the Associate Degree must complete the following requirements:

1. Completion of 64 hours with a minimum grade point average of 2.0.
2. Achievement of a minimum grade of "C" in all courses required for the associate degree.
3. Final 18 hours must be completed at Avila College.
4. Successful completion of the Business Mathematics Proficiency Examination during the FIRST semester in the department. This requirement must be fulfilled before college algebra may be taken.

BACHELOR OF SCIENCE IN CYTOTECHNOLOGY

The candidate for the Bachelor of Science in Cytotechnology must meet the following requirements.

1. Completion of at least 95 hours of academic work with a minimum grade point average of 2.0. Upon completion of all other degree requirements, Registered Cytotechnologists will be awarded 33 credit hours for successful completion of a CAHEA accredited program in Cytotechnology as documented by a copy of their certificate and registry.
2. Maintain a "C" or above in all required Natural and Allied Health Science and Mathematics courses, and emphasis electives.
3. Obtain approval of the major in writing from the Medical Technology Program Director upon acceptance into a CAHEA accredited Cytotechnology Program or upon documentation of program completion prior to enrollment at Avila College.
4. Acceptance into a CAHEA accredited program requires 60 semester hours of college credit including at least 14 hours in biology.
5. Completion of the final 30 semester hours at Avila College.
6. Completion of the following requirements:

A. GENERIC and TRANSFER STUDENTS

Humanities 18 hours
English:
EN 15, 28 or 29 (6)
Communication: CO 111 or 112 (3)
Electives (9)

Social and Behavioral Science 12 hours
Sociology:
SO 112 (3) or approved elective (1-3)*
Electives (9-12)

*Approved elective may include courses that will not count toward the 12 hour Social and Behavioral Science requirements (ex. PA 31).

Natural Science and Mathematics 31 hours
Biology:
20 hours of Biology including BI 198 and at least 16 hours of upper division Biology courses.

Recommended:
BI 012, 120, 121, 122 or 125, 152.

Chemistry:
CH 11 or 15 or 21, CH 13 or 113 or 116 (8)

Mathematics:
MA elective (3)

Allied Health 2 hours
AH 14

Statistics Elective 3 hours

Computer Science Elective 3 hours

Emphasis Electives 15 hours
Selected by the student and approved by the major advisor, NAHSM Department Chair and the Academic Dean.

Open Electives 11 hours

CT (ASCP) Certification 33 hours

B. REGISTERED CYTOTECHNOLOGISTS

Humanities 18 hours
English:
EN 29 or BU 90* (3)
Electives (15)

*BU 90 will not count toward the 18 hour Humanities requirement.

Social and Behavioral Science 12 hours
Sociology:
SO 112 (3) or
*approved elective (1-3)

Electives (9)
*(Approved elective may include a course that will not count toward the 12 hour Social and Behavioral Science requirement ex. PA 31.)

Natural Science and Mathematics 6 hours
At least 6 hours of upper-division Biology or Chemistry courses must be completed at Avila College including BI 198.

Statistics Elective 3 hours

Computer Science Elective 3 hours

Emphasis Electives 15 hours
As needed to complete the 128 hour degree requirements, at least 15 hours (in addition to all other listed requirements) will be selected by the student with the approval of the major advisor, NAHSM Department Chair and the Academic Dean.

CT (ASCP) Certification 33 hours

BACHELOR OF SCIENCE DEGREES IN EDUCATION

The candidate for the Bachelor of Science degree in Education (Elementary, Montessori, or Special Education) must fulfill the requirements listed below:

A. CRITERIA FOR ADMISSION TO THE EDUCATION MAJOR

1. Admission to the College.
2. Attainment of Missouri's Basic Education Competency requirement which is a Scholastic Aptitude Test (SAT) combined score of 800 or above, or an American College Test (ACT) composite score of 18 or above. Either test may be retaken once to achieve the required score.
3. Completion of at least sixty (60) semester hours of college work.
4. Completion of at least fifteen (15) semester hours of profession education courses at Avila College.
5. Attainment of a cumulative grade point average of at least 2.5 (on a 4.0 scale), for all college work.
6. Attainment of a cumulative grade point average of at least 3.0 (on a 4.0 scale), for all education courses.
7. A grade of "C" or better in the following courses or their equivalents: English Writing I, English Writing II, Communication, and Fundamental Concepts of Mathematics.
8. Favorable evaluation of performance in activities for ED 122: Education Practicum.
9. Demonstration of Competence in writing skills based on an essay and a passing score on the English Proficiency Exam.
10. Favorable written recommendation based on a personal interview by education faculty member(s).
11. Favorable written recommendation from an Avila faculty member in a department other than education.
12. Evidence of good character, positive attitude, and dedication to the ethics of the teaching profession, based on written evaluation of practicum supervisor, Avila faculty member in department outside of education, and education faculty member(s).

B. CRITERIA FOR COMPLETION OF THE BACHELOR OF SCIENCE DEGREE IN EDUCATION

1. Completion of at least 128 semester hours of academic work with a minimum cumulative grade point average of 2.5 (on a 4.0 scale).
2. Achievement of a minimum grade of "C" in all courses required for the major. A course may be repeated once to improve the grade earned.
3. Completion of the final thirty (30) hours of the senior year at Avila College.
4. Completion of the National Teacher Examination (NTE).
5. Enrollment in and successful completion of ED 199 Seminar in Education.
6. Favorable performance on the required AMI Examinations (Montessori Majors only).
7. Completion of the following core requirements:

Humanities

English Writing	6 hours
English Literature	3 hours
Communication	3 hours
Art for Elementary School	3 hours
Music for Elementary School	2 hours
Art or Music elective	2-3 hours
Total	19-20 hours in four areas

Social and Behavioral Sciences

American History	6 hours
Government course	3 hours
Psychology of the Exceptional Child	3 hours
Economics elective	3 hours
Sociology elective	3 hours
Total	18 hours in five areas

Natural Science and Mathematics

Fundamental Concepts of Mathematics	3 hours
Geometry for Elementary Teachers	3 hours
Methods of Math. Elem. Teacher	3 hours
Biological Science + lab	4 hours
Physical Science + lab	4 hours
Elective Science	4 hours
Total	21 hours in three areas

All B.S. degrees in education require:

- These additional certification courses:

World Geography	3 hours
Children's Literature	3 hours
Health Education	2 hours
P.E. Elementary School	2 hours

- A 21-hour concentration of courses in a related teaching field such as Math/Science, Communication, Modern Foreign Language, Social Sciences, etc., to be approved when major is approved in the Department. A concentration in Math/Science is included in the Education core requirements.

Courses required for specific majors in the B. S. of Education degree are:

Elementary:
ED 121, 122, 141, 151, 152, 156, 163, 186, 191, 194, 196, 198, 199.

Montessori:
ED 121 or 141, 122, 151, 152, 156, 163, 186, 187, 189, 190, 194, 196, 198, 199.

Special Education:

A. For all majors: ED 117, 121, 122, 123, 136, 141, 151, 152, 156, 163, 166, 176, 186, 194, 196, 198, 199, 441.

B. For a particular area of emphasis:
   1) Emotional Disturbance - ED 164, 172, 196
   2) Learning Disability - ED 168, 170, 196
   3) Mental Retardation - ED 169, 171, 196

BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY

The candidate for the Bachelor of Science in Medical Technology degree must meet the following requirements:

A. CRITERIA FOR APPROVAL OF THE MEDICAL TECHNOLOGY MAJOR

1. Completion of pre-medical technology courses listed with courses of instruction. Earn a grade of "C" or better in each required pre-medical technology course. Pre-medical technology courses may be repeated only one time.
   A minimum of at least a 2.5 G.P.A. in these courses is required.
2. Completion of at least 64 hours of college course work with a cumulative G.P.A. of 2.0 on a 4.0 scale.
3. The international student must pass the Michigan Test (administered at Avila College) at the standard score of 90 or above and the Avila Oral/Aural Test. A student who scores below 90 may repeat the examination no more than twice before major approval is denied.
4. Demonstrate the ability to meet all technical standards of performance in educational and clinical activities within a clinical laboratory in such a way that will not endanger themselves or others.
   a. Completed data sheet and health history for review by the Medical Director.
   b. Completed pre-clinical laboratory evaluation forms for selected upper division CH or BI courses. Average score for each evaluation must be 75% or acceptable.
5. Approval of the major in writing from the Medical Technology Program Director before entering the junior year. Transfer students, who have completed the required prerequisites for entry into junior courses, will receive approval of the major after successful completion of one semester at Avila College including at least two upper-division biology, medical technology or chemistry courses.

B. CRITERIA FOR COMPLETION OF THE BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY DEGREE

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0.

2. Maintain a minimum grade of "C" or pass in all campus medical technology required courses. A course may be repeated once to improve the grade earned. Maintain a G.P.A. of at least 2.5 in all preclinical Natural Science, Mathematics, and Medical Technology courses.

3. Maintain a minimum grade of "C" or pass in each Medical Technology course during the senior clinical year. A single course may be repeated one time during the next clinical year providing space is available. Permission of the clinical instructor(s) and program officials is required prior to enrollment for the course to be repeated. A student who achieves less than a "C" in two courses during the clinical year may not progress and is dismissed from the major. Request for readmission to the next clinical year must be submitted in writing to the Program Director. Approval or disapproval of this request will be based upon space being available and the decision of a committee of clinical instructors and program officials. If the request is approved, the entire clinical year must be repeated. Deadline for consideration for readmission to fall semester is March 15.

4. The MT student will have a four year time frame in which to complete the program. The time frame begins with enrollment in any junior level MT campus course.
5. Students who have been out of the medical technology major for more than a calendar year must meet the criteria for admission and graduation that are in effect at the time of readmission to the medical technology major. Deadline for consideration for readmission to the major and the next clinical year is March 15.
6. Demonstrate the ability to meet all technical standards of performance in educational and clinical activities within the clinical laboratory in such a way that will not endanger themselves or others.
   a. Completed data sheets, health history, physical examination, laboratory tests and immunizations required by the clinical affiliate before entering the senior clinical year.
   b. Completed pre-clinical laboratory evaluation forms for selected upper division MT, CH and/or BI campus courses. An average of 75% must be achieved on each evaluation.
   c. Maintain a 75% or acceptable rating on each clinical course bench performance/professional evaluation form.
7. Complete all degree requirements, except the 33 hours of clinical courses prior to the beginning of the senior clinical year.
8. Completion of the final 33 hours of the senior year while enrolled at Avila College.

9. Achieve a satisfactory score on the Medical Technology Senior Comprehensive.
10. Completion of the following requirements:

Humanities 18 hours
English: EN 15 or 28 or 29 (3)
Electives (15)

Social and Behavioral Science 12 hours

Natural Science and Mathematics 48 - 54 hours
Biology-(17-23):BI 20 or 120 (or AH 14), 121(3);
BI 152, 153, 154 (or approved elective, 2-4), 156
Chemistry-(20): CH 11 or 21, 13 or 113 or 116, 121, 122, 141
Mathematics-(6): MA 16 or 17 or 31, 50 or approved elective
Physics-(5): PH 13 or 12

Computer Science Elective 1-3 hours

Allied Health 0-2 hours
AH 14 (or BI 20 or 120)

Medical Technology 44 hours
MT 11 or approved elective: MT/BI 127, 128, 139, 140;
MT 169, 170A, B & C, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180A & B.

BACHELOR OF SCIENCE IN NURSING

The candidate for the Bachelor of Science in Nursing degree must meet the following requirements:

A. CRITERIA FOR ADMISSION TO THE NURSING MAJOR

1. Completion of pre-nursing courses listed with courses of instruction. Pre-nursing courses may be repeated only one time (effective date, 1/22/79).
2. Correspondence courses are not acceptable for credit as prerequisites for the nursing major nor are they acceptable for credit in the nursing major (effective date, 1/22/79).
3. Prerequisite courses for which generic students may receive advanced standing credit are those approved by the CLEP policy and the Department of Nursing—not to exceed a total of 30 hours (effective date, 1/22/79).
4. Advanced standing credit nursing course theory examination for the R.N. are to be successfully completed during or after completion of NU 100, Adaptation: A Conceptual Approach to Nursing (3), and prior to NU 163, Facilitating Adaptation Throughout the Life Cycle (8) (effective date, 1/22/79).

5. Maintain a "C" or above in all natural science and mathematics courses.
6. Achievement of a cumulative G.P.A. of 2.5 in pre-nursing courses.
7. Upon attainment of the sophomore status or the academic year prior to entering the nursing major, written application by the student to the Department of Nursing is to be submitted two weeks after the beginning of spring semester. Applications are available in the Department of Nursing.
8. Personal interview by Department of Nursing faculty during the sophomore year or the year prior to entering the nursing major.
9. Approval of the major in writing from the Department of Nursing before entering the junior year.
10. Completed health history and physical examination for Junior students.
11. Senior students, health history. TB Skin Test only.

Students may submit rationale to Department of Nursing, Admission Standard and Graduation Committee, for special exception to these policies. The committee will have the right to accept or reject this petition.

B. CRITERIA FOR COMPLETION OF THE BACHELOR OF SCIENCE IN NURSING DEGREE

1. Completion of at least 129 semester hours of academic work with a minimum cumulative grade point average of 2.0.
2. No less than 52 semester hours nor more than 60 hours in the nursing major may be counted toward the 129 hour requirement.
3. The RNB student will have a five year time frame in which to complete the program. The time frame begins with the enrollment in NU 100, Adaptation: A Conceptual Approach to Nursing. NU 100 is taken the spring semester preceding the fall in which the student enrolls in NU 163.
4. Leave of Absence: A student who is satisfactorily meeting all the theory and clinical objectives of the current nursing course (i.e., maintaining a grade of C- or above) may be granted a one calendar year leave of absence to withdraw for personal problems or health reasons.
5. Achieve a minimum grade of "C" or "Pass" in theory and in clinical experience in each nursing course. Students who do not achieve a "C" or "Pass" may not progress and are dismissed from the nursing major.
6. Students who did not meet course objectives (i.e., not maintaining or obtain a final grade of C- or above) in the nursing major may be considered for readmission to the Department of Nursing a maximum of one time. Any subsequent failures to achieve a C- or withdraw from a nursing course while not maintaining a C will result in dismissal from the Department of Nursing without consideration for readmission.

   A student who is dismissed or withdraws from the nursing department* (for any reason other than an LOA or Dismissal for breach of Code of Student Conduct) may be considered for readmission one time only**

   *Students leaving the department on LOA are eligible to return within one calendar year (refer to Policy Regarding LOA). Students who are dismissed as a result of breach of Student Code of Conduct are not eligible for readmission to the Department of Nursing.

   **Students may submit rationale to the Department of Nursing Evaluation and Progression Committee for special exception to the policy. The committee will have the right to accept or reject this petition.

7. Requests for consideration for readmission to the nursing major will be considered at the regularly scheduled Evaluation and Progression Committee meetings. Deadline for consideration for readmission to fall semester is March 15; for spring, September 30.
8. Students who are readmitted within a calendar year following withdrawal will be readmitted under the pre-nursing criteria which were in effect at the time of the student's original admission to the nursing major. Students who have been out of the nursing major for more than a calendar year must meet the

criteria for admission and graduation that are in effect at the time of readmission to the nursing major.

9. Completion of the last thirty hours at the college.
10. Successfully pass the Senior Comprehensive tests in each of the required areas (end of first semester, senior year). Unsuccessful students must repeat the failed test(s) until successful.
11. Completion of the following requirements:

Humanities 17 hours

Required courses:
- Writing (3)
- Speech Communication (2-3)
- Ethics or Christian Ethics (3)
- Electives (8-9)

Social and Behavioral Sciences 24 hours

Required courses:
- Sociology (6) SO 11 and elective
- Psychology (9) PY 11, 121, and 162
- PY 161 or SO 161 (3)
- Electives (6)

Natural Science 28 hours

Required courses:
- Chemistry (8) CH 11, 13
- Biology (16) BI 120, 121, 122, 152
- Elementary Probability and Statistics (3) MA 50
- Metrology (1) MA 35

Nutrition 2 hours

Nursing 55 hours

Open Electives 3 hours

12. Upon completion of graduation requirements, the graduate may take the State Board of Nursing licensure examination. Refer to Section 335.066 of the State of Missouri Nursing Practice Act. Students may submit rationale to Department of Nursing, Evaluation and Progression Committee for special exception to these policies. The committee will have the right to accept or reject this petition.

BACHELOR OF SCIENCE IN RADIOLOGIC TECHNOLOGY

The candidate for the Bachelor of Science in Radiologic Technology has two tracts which can be completed, Radiography and Radiation.

A. ADMISSION OF GENERIC STUDENTS TO THE RADIOGRAPHY PROGRAM

1. Receive acceptance into Avila College by the Admissions Office.
2. Have an interview with the Program Director of the Radiography Program and receive his/her approval.
3. If there are more than six students that have applied for the radiography major (in any one year) then the top six students will be selected based upon a review of high school grade point average, college grade point average (if any courses were taken), ACT or SAT and the interview.
4. The international student must pass the Michigan Test (administered at Avila College) at the standard score of 90 or above and the Avila Oral/Aural Test. A student who scores below 90 may repeat the examination no more than twice.

B. ADMISSION OF GENERIC STUDENTS TO THE CLINICAL PORTION OF THE RADIOGRAPHY PROGRAM

1. Complete prerequisite courses with a cumulative grade point average of 2.0.
2. Complete at least 36 hours of college credits including the following prerequisites: (must earn at least a "C" in all prerequisite courses)
   a. CH 11 or BI 120 or PH 13
   b. RT 96
   c. MA 16
3. Complete health history, physical examination and immunizations required.

C. ADMISSION OF REGISTERED RADIOGRAPHERS TO THE RADIOGRAPHY TRACT

1. Evidence of Certification.

D. CRITERIA FOR COMPLETION OF THE BACHELOR OF SCIENCE IN RADIOLOGIC TECHNOLOGY-RADIOGRAPHY

1. Completion of 130 semester hours of academic work with a minimum cumulative grade point average of 2.0.
2. Maintain a "C" or above in all Natural Sciences, Allied Health and Radiologic Technology courses.
3. Completion of the following requirements:

Humanities 18 hours
English
EN 15, 29 (6)
CO 111 or 112 (3)
Electives (9)

Social and Behavioral Sciences 12 hours
Sociology: SO 112 (3)
OR
Public Administration: PA 155 (3)
Electives (9)

Natural Science and Mathematics 26 hours
Biology: BI 120, 121, and 122 (11)
Chemistry: CH 11 or 15 or equivalent (4)
Computer Science: CS 12 or equivalent (3)
Mathematics: MA 16 (3)
Physics: PH 13 (5)

Allied Health 2 hours
AH 14 (2)

Statistics Elective 3 hours
EC 40 or MA 50 or PY 146 or equivalent

Radiologic Technology (Radiography) 58 hours
RT 96*, 98*, 100*, 103*, 104*, 105*, 106*, 107*, 108°, 109*, 110*, 111*, 112°, 116*, 120°, 121°, 122, 139, 151, and 11 hours of course work approved by the student's advisor.

4. Registered Radiographers receive credit for all of the starred courses totaling 39 hours. One can test out of all the other courses except 122, 139, and 151. Registered radiographers can also take courses in accounting, Data Processing or Economics in lieu of the math requirement.
5. Registered nuclear medicine technologists and registered radiation therapy technologists can receive an additional 11 hours of course credit if they are interested in the radiography tract (designated with a °). Registered radiation therapy technologists interested in the radiation therapy tract should see letter E.
6. Students are required to take at least 30 hours of course work at Avila not including credit by examination.
7. Radiologic Technology and Radiography majors may also earn a minor in Business Administration by completing the following courses:

Business 18 hours
BU 51, 52, 120, 140, 170, 181

Economics 9 hours
EC 40, 51, 52

E. ADMISSION OF GENERIC STUDENTS TO THE RADIATION THERAPY PROGRAM

1. Applicants must be:
   a. registered in radiography (or registry eligible) OR
   b. a registered nurse OR
   c. baccalaureate degreed, preferably in a science-related field.

   Applicants that are registered nurses or baccalaureate degreed may be required to complete specific prerequisite courses in order to qualify for admission to the Program Core.

2. Receive acceptance into Avila College by the Admissions Office.
3. Have an interview with the Admissions Committee of the Radiation Therapy Program and receive their approval. If there are more than three students that have applied for the Radiation Therapy Program then the top three will be selected based on high school grade point average, radiography grade point average, college grade point average (if any courses taken) ACT or SAT and the interview.
4. The international student must pass the Michigan Test (administered at Avila College) at the standard score of 90 or above and the Avila Oral/Aural test. A student who scores below 90 may repeat the examination no more than twice.

F. ADMISSION OF GENERIC STUDENTS TO THE CLINICAL PORTION OF THE RADIATION THERAPY PROGRAM

1. Complete prerequisite courses with a cumulative grade point average of 2.0.
2. Complete at least 12 hours of college credits including the following prerequisites: (must earn at least a "C" in all prerequisite courses)
   a. PH 13
   b. MA 16
3. Complete health history, physical examination and immunizations required.

G. ADMISSION OF REGISTERED RADIATION THERAPY TECHNOLOGISTS TO THE RADIATION THERAPY TRACT

1. Evidence of Certification.

H. CRITERIA FOR COMPLETION OF THE BACHELOR OF SCIENCE IN RADIOLOGIC TECHNOLOGY-RADIATION THERAPY

1. Completion of 131 semester hours of academic work with a cumulative grade point average of 2.0.
2. Maintain a "C" or above in all Natural Sciences, Allied Health, and Radiologic Technology courses.
3. Completion of the following requirements:

Humanities 18 hours
English
EN 15, 29 (6)
CO 111 or 112 (3)
Electives (9)

Social and Behavioral Sciences 12 hours
Sociology: SO 112
OR
Public Administration: PA 155 (3)
Electives (9)

Natural Science and Mathematics 26 hours
Biology: Bl 120, 121, and 122 (11)
Chemistry: CH 11, 15 or equivalent (4)
Computer Science: CS 12 or equivalent (3)
Mathematics: MA 16 (3)
Physics: PH 13 (5)

Allied Health 2 hours
AH 14 (2)

Statistics Elective 3 hours
EC 40 or MA 50 or PY 146 or equivalent (3)

Radiologic Technology
(Radiation Therapy) 31 hours
RT 130*, 131, 132, 133, 134, 135, 136*, 140*,, 141*, 142*, 143*, 151

4. Registered Radiographers receive 39 hours of credit toward the Bachelors degree in Radiologic Technology. Registered Radiation Therapy Technologists will receive credit for the above starred courses totaling 17 additional hours. One can test out of all the other radiation therapy courses with the exception of RT 151.
5. Students are required to take at least 30 hours of course work at Avila, not including credit by examination.

BACHELOR OF SCIENCE IN RESPIRATORY THERAPY

The candidate for the Bachelor of Science in Respiratory Therapy must meet the following requirements:

A. GENERIC STUDENTS

1. Completion of a minimum of 128 semester hours of academic work with a minimum grade point average of 2.0 (C).
2. Achieve a minimum grade of "C" in all Science, Mathematics, and Allied Health prerequisites and emphasis electives.
3. Achieve a minimum grade of "C" or "Pass" in each Respiratory Therapy course. Students who do not maintain this minimum grade in each course may not progress and are dismissed from the Respiratory Therapy major. Requests for readmission should be submitted to the Program Director.
4. Obtain approval of the major in writing from the Program Director prior to entering the Junior year (clinical year).
5. Completion of the final 30 hours while enrolled at Avila.
6. Completion of the courses as outlined below in D.

B. CERTIFIED TECHNICIANS—TRANSFER STUDENTS AND STUDENTS WITH PRIOR RESPIRATORY THERAPY EXPERIENCE

1. Advanced standing through challenge exams is offered for certain of the Respiratory Therapy courses. Contact the Program Director for further information.
2. Students must provide formal documentation of previous experience or course work.
3. All criteria for generic students apply.

C. REGISTERED OR REGISTRY-ELIGIBLE STUDENTS (i.e., STUDENTS POSSESSING AN ASSOCIATE DEGREE OR ITS EQUIVALENT)

1. Credit from an approved college is given for the science and respiratory therapy courses already taken and, except in those cases where a more extensive course is required as a prerequisite (i.e., chemistry prior to organic chemistry, etc.), none of these courses need to be challenged or repeated.
2. No more than 72 hours of community college course work applies toward the degree.
3. By the semester prior to attempting any advanced Respiratory Therapy courses, the student must meet with the Program Director for advisement.
4. The final 30 hours must be completed at Avila.
5. Completion of the courses as outlined below in E.
6. A grade of "C" or better must be earned in all required courses and emphasis electives.

D. REQUIREMENTS FOR GENERIC AND TRANSFER STUDENTS

Humanities 18 hours

English:
En 15, EN 28 or 29 or BU 90* (6)
Speech:
CO 111 or 112 (3)
Electives (9)
*BU 90 will not count toward the 18 hour Humanities Requirement.

Social and Behavioral Science 12 hours

Psychology:
PY 11 (3)
Sociology:
SO 11, 112 (or approved elective (1-3)* (3-6)
Electives (3-6)
*Approved elective may include courses that will not count toward the 12 hour Social and Behavioral Science Requirement (ex. PA 31).

Natural Science and Mathematics 31 hours

Biology:
Bl 20, or 120, 121, 122 or 125, 152 (15)
Chemistry:
Ch 11 or 21, 13 or 113 or 116 (8)
Mathematics:
MA 16 or 31 (3)
Physics:
PH 13 or PH 11 and 12 (5)

Computer Science Elective 3 hours

Statistics Elective 3 hours

Allied Health **2 hours**
AH 14 (2)

Respiratory Therapy 37 hours
RP 150, 151, 152, 153, 154, 155, 156, 157, 158, 160, 165, 170, 197

Emphasis Electives 12 hours
Selected by the student and approved by the major advisor, Program Director, NAHSM Department Chair and the Academic Dean.

Open Electives 10 hours

E. REQUIREMENTS FOR REGISTRY-ELIGIBLE THERAPISTS

Humanities 18 hours
English:
En 28 or 29 or BU 90* (3)
Speech:
CO 111 or 112 (3)
Electives (12)
*BU 90 will not count toward the 18 hour Humanities Requirement.

Social and Behavioral Science 12 hours
Psychology:
Elective (3)
Sociology:
SO 112 or *approved elective (3)
Electives (6)
*Approved elective may not count toward the 12 hour Social and Behavioral Science Requirements.

Computer Science Elective 3 hours

Statistics Elective 3 hours

Natural Science 8 hours
Biology:
BI 122 (4)
Chemistry:
Ch 13 or 113 or 116 (4)

Respiratory Therapy 3 hours
RP 197 (3)

Emphasis Electives 12 hours
As needed to complete the 128 hour degree requirement, at least 12 hours (in addition to all other listed requirements) will be selected by the student with the approval of the major advisor, Program Director, NAHSM Chair and Academic Dean.

BACHELOR OF SOCIAL WORK

The candidate for the Bachelor of Social Work degree must meet the following requirements:

1. Completion of at least 128 semester hours of academic work with a minimum grade point average of 2.0 (average grade of "C").
2. Maintain a "C" or above in all Social and Behavioral Sciences and Social Work courses.
3. Completion of the senior year at the college.
4. Approval of the major in writing from the advisor in Social Work.
5. Completion of the following requirements:

Humanities 20 hours
Recommended that courses be taken in three or more areas.

Recommended courses:
EN 15, 28 (6)
PL 13 (3)
CO 111 (3)

Social and Behavioral Sciences 27 hours

Required courses:
Economics: EC 51 (3)
Political Science: PS 12 or 125 (3)
History:
HI 17 or 18 (3)
Psychology:
PY 11, 161 and 162 (9)
Sociology:
SO 11, 130 and an elective (SO 78 recommended) (9)

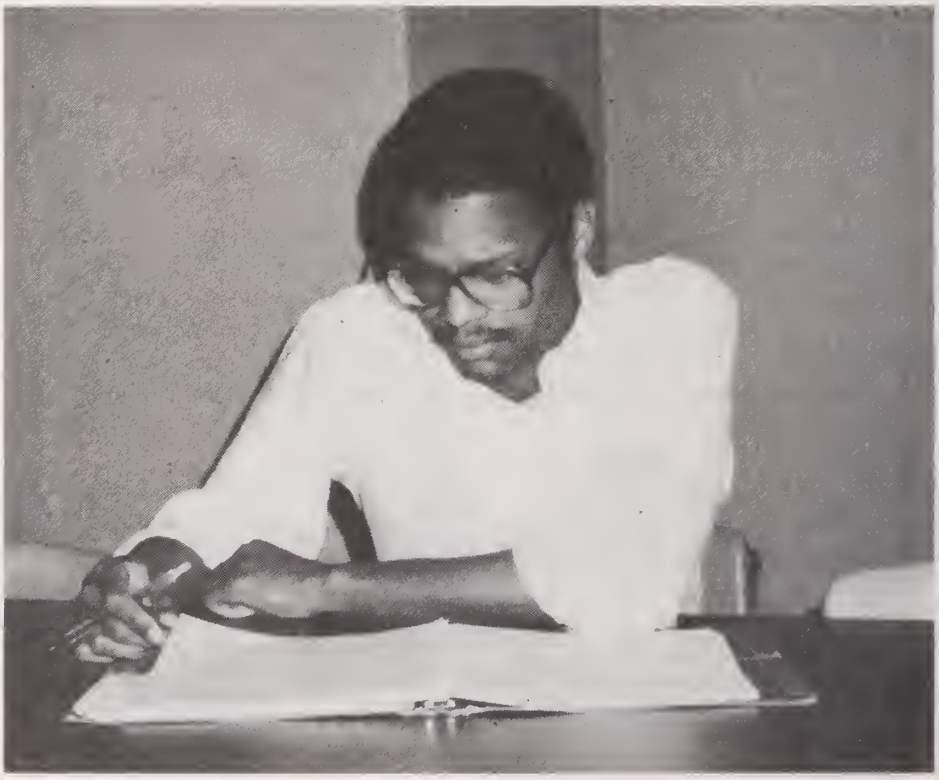
Natural Sciences and Mathematics 10 hours
(Must include one course in biological science and one course in mathematics.)

Recommended courses:
BI 20 (4)
MA 11 (3)

Social Work 42 hours
SW 11 Introduction to Social Work (3)
SW 15 Social Welfare (3)
SW 121 Human Behavior in the Social Environment I (3)
SW 122 Human Behavior in the Social Environment II (3)
SW 140 Social Work Practice I (3)
SW 160 Social Legislation and Policies (3)
SW 178 Introduction to Research (3)
SW 180 Social Work Practice II (3)
SW 181 Field Instruction I (6)
SW 183 Social Work Practice III (3)
SW 184 Field Instruction II (6)
One course from a Special Interest Area (3): SW 130, SW 134, SW 137, SW 201.

Electives 29 Hours

COURSES OF INSTRUCTION



COURSE NUMBERING SYSTEM

000 - 099 . . . . . undergraduate (lower division)
100's - 200's . . undergraduate (upper division)
300's - 400's . . graduate level

Consecutive numerals separated by a comma, e.g., FR 11, 12, indicate a course sequence through the year.

The numeral in parentheses after the course title indicates the credit in semester hours.

The Roman numeral following the course description indicates the semester in which the course is given. First semester course offerings are indicated by I; second semester, II; summer session, S. Where frequency of course offering is not indicated, the course is given as required.

ALLIED HEALTH (AH)

No major or minor is offered.

14. MEDICAL TERMINOLOGY I. (2)
A study of the terminology of diseases, operative reports, pathology, surgical instruments, diagnostic tests, drug groups and abbreviations with emphasis on word analysis and definition. Lecture, 2 hours per week or Independent Study with a prerequisite of BI 20 or 120.

ART (AR)

VISITING ARTISTS 1977-1985
Avila College/Nelson Gallery Lecture Series and Avila Artists in Residence:

Jacki Apple—Performance Art
Peter Blake—Architect/Critic/Author
Marvin Brown—Painter/Sculptor
John Brust—Educator
E. A. Carmean— Curator
Leo Castelli—Gallery Owner
Michael Cunningham—Sculptor
William Daley—Ceramics
Keith Davis—Curator
Edmond Feldman—Author/Art Critic
Janet Fish—Painter
Helen Frankenthaler—Painter
Bernard Greenwald—Printmaker
Grace Hartigan—Painter
Sandy Hume—Photographer
Lee Judge—Political Cartoonist
Ray Kass—Painter
William Kelly—Painter
Richard Klein—Educator
Jane Klinger—Paper Conservator
Hilton Kramer—Critic
Jack Lenore Larsen—Fibers
Donna Palseno—Ceramics
William Parry—Ceramics
Ted Potter—Art Administrator
Therese Schwartz—Painter
George Segal—Sculptor
Michael Simon—Photographer

John Szarkowski—Photography Curator
Marcia Tucker—Museum Director
Dianne Vanderlip—20th Century Curator
Detective Robert Volpe
Jackie Windsor—Sculptor

• BACHELOR OF ARTS DEGREE (B.A.)

STUDIO ART

MAJOR: Forty-two hours including AR 11, 12, 13, 14, 15, 31 or 51, 80, 81, 115, 132 or 152, 185; maximum number of hours which may be taken in art is SIXTY (60).

STUDIO ART WITH TEACHING CERTIFICATION

(Emphasis on art education)

Requirements are identical to those of the Studio Art Major *plus* AR 116, ED 195, and those required education courses listed in the Education section. A student must also have a 2.5 grade point average, based on a 4.0 scale, for Missouri certification in secondary education, beginning September, 1984.

ART MINOR: 18 hours

A student may receive a minor in the following areas, or he/she may develop a general minor with the consent of the advisor.

Advertising Design: AR 11, 15, 115, 121, 122, 171
Art History: AR 80, 81, 181, 182, 185, 197
Ceramics: AR 15, 31, 115, 132, 133, 134
Graphic Design: AR 11, 12 or 13, 15, 115, 171, 172
Painting: AR 11, 12, 13, 14, 15, and choice of 115, 143, 144 or 146
Photography: AR 15, 115, 121, 122, 123, 124
Sculpture: AR 15, 31, 51, 115, 152, 197

In addition to the BA core requirements listed elsewhere, the following are also required for the art major: Social and Behavioral Sciences -

HI 11 Western Civilization I (3)
HI 12 Western Civilization II (3)
Humanities: Area III
Philosophy and Religious Studies(6)

Pre-graduation requirements for the art major

1. A faculty approved portfolio which would include design projects, two and three dimensional work, as well as work in specialized areas of interest. Large two dimensional work and all three dimensional work should be photographed (8" by 10", black and white prints or colored slides) The portfolio should be accumulative work representing most of the studio classes. This portfolio is approved yearly while the student is at the college.

2. The graduating senior is required to exhibit only advanced works in a minimum of two areas of specialized emphasis, with the approval of instructors in those areas of emphasis.

Pre-graduation requirements for the art major with emphasis in art education

1. Portfolio is required (see above for details)
2. A senior art exhibit is *encouraged* but not required. (see above for details)

11. THE OBJECT: DRAWING AND PAINTING. (3)

An introductory course in drawing and painting the object, which would include still life composition, man-made objects, and natural objects, with an introduction to landscape. A variety of media will be used in drawing, while in painting the materials will consist of opaque watercolor and pastels; this course is an acceptable elective for the non-art major.

12. OPTICS: DRAWING AND PAINTING. (3)

A study of optics through perspective in drawing, using a variety of media to develop and experience a related value range. The use of perspective and other optical experiences will also be introduced in painting. Painting media will include acrylics or oils. Prerequisite: AR 11.

13. THE HUMAN FIGURE I: DRAWING AND PAINTING. (3)

An introduction to the study of the human figure with emphasis on gesture, anatomy, and figure composition. A variety of media will be used in drawing, while in painting, acrylics or oils are the media of choice. A professional model will be used. Prerequisite: AR 11, 12 or permission of the instructor.

14. THE HUMAN FIGURE II: DRAWING AND PAINTING. (3)

A course involving advanced figure drawing and painting. Personal sensitive identity, whether expressive or analytic, is encouraged, through a wide range of drawing and painting experiences. There will be a variety of media in drawing and the on-going use of oils and acrylics in painting, with an introduction to transparent watercolor. A professional model will be used. Prerequisite: AR 11, 12, 13.

15. DESIGN I. (3)

A foundation course in the aesthetics and mechanics of design, which includes an investigation of the nature and properties of color, shape, and space, leading the individual to problem solving in two and three dimensional design.

31. CERAMICS I. (3)

An introduction to ceramics through exploration of various hand building techniques, with emphasis on functional and sculptural three dimensional forms and basic glazing techniques.

51. SCULPTURE: SPACE AND FORM. (3)

Three dimensional composition introducing modelling, carving, and construction. Prerequisite: AR 15, 115.

80. SURVEY OF ART I. (3)

A study of the visual vocabulary of art. Periods cover a range from pre-history through the Middle Ages. No prerequisite. **BAC**

81. SURVEY OF ART II. (3)

A study of the visual vocabulary of art. Periods cover a range from the Renaissance through the nineteenth century. No prerequisite. **BAC**

115. DESIGN II. (3)

Application of the principles of AR 15, with the opportunity to study the functional, commercial and decorative uses of design in twentieth-century culture.

116. ART FOR THE ELEMENTARY SCHOOL. (3)
A study of the child's growth and development in art, and methods of teaching art at the elementary level.

121. PHOTOGRAPHY I. (3)
This course involves basic mechanics of the photographic process: using a camera, processing film, and printing film. The basics of design and composition are also studied. A camera which can be adjusted for focus, f-stop and shutter speed is required.

122. PHOTOGRAPHY II. (3)
This course studies photography as an art form. Technical skills are sharpened with an emphasis on developing an aesthetic for the medium. Prerequisite: AR 121 or consent of the instructor.

123. PHOTOGRAPHY III. (3)
Further exploration of black and white photography as an art form with attention to special darkroom techniques and their relation to the aesthetic of a photograph. Prerequisite: AR 122 or consent of the instructor.

124. PHOTOGRAPHY IV. (3)
The culmination of work in black and white photography in which the student begins to develop and solidify his/her own style of photographic expression. Each student will develop a portfolio of exhibition-quality prints, indicative of the student's style and sensitivity to the potentials of photographic art. Prerequisite: AR 123 or consent of instructor.

132. CERAMICS II. (3)
An introduction to wheel throwing with emphasis on technique. There will also be continued work in glazing with an introduction to firing. Prerequisite: AR31.

133. CERAMICS III. (3)
Advanced work in wheel throwing or hand building with emphasis on aesthetic concerns such as form and surface treatment. Creative use of glazes and other decoration will be encouraged. Prerequisite: AR 132.

134. CERAMICS IV. (3)
Each student will be encouraged to choose his/her own goals and direction as the student works toward involvement in all phases of the ceramics process, including kiln firing. Prerequisite: AR 133.

142. ADVANCED DRAWING. (3)
A creative and experimental approach for the advanced student seeking a personal identifiable image or the consideration of drawing as a means of expression of a particular idea, series, or theme. Prerequisite: AR 11, 12, 13, 14.

143. ADVANCED PAINTING: OILS. (3)
Application of brush technique, sensitivity to color, personal expression of content gained from environmental sources, with experiments in abstraction. Prerequisite: AR 11, 12, 13, 14.

144 ADVANCED PAINTING: ACRYLICS. (3)
Hard-edge approach to painting with continuation of color vibration, kinetic experience, super realism, and transparency. Prerequisite: AR 11, 12, 13, 14.

146. TRANSPARENT WATERCOLOR. (3)
A course which explores the medium in order to obtain skill through aesthetic theory. Compositions will be based on the need and interest of the student with the approval of the instructor. Prerequisite: AR 11, 12, 13, 14 or permission of instructor.

152. SCULPTURE: THE HUMAN FIGURE. (3)
Modelling of the human figure as well as casting will be the basis of this study. A professional model will be used. Prerequisite: AR 51.

171. PRINTMAKING I. (3)
Fundamentals of printmaking: wood block, silkscreen, and an introduction to intaglio. Prerequisite: AR 11, 15, or permission of instructor.

172. PRINTMAKING II. (3)
Various forms of intaglio printmaking beginning with woodcuts. This course would be an excellent means of expressing mature drawing and design experience. Prerequisite: AR 11, 12, 13, 14, 15, 115 or permission of the instructor.

181. HISTORY OF RENAISSANCE ART. (3)
A study of the development of the Italian and Flemish schools as well as a study of individual artists. **BAC**

182. HISTORY OF BAROQUE ART. (3)
A study of the development of the Baroque in Europe from the late 16th century through the 18th century. **BAC**

185. HISTORY OF 20TH CENTURY ART. (3)
Architecture, sculpture, and painting from Impressionism to the present. **BAC**

191. FIBER DESIGN I. (3)
Exploration of textile processes, loom and non-loom, utilizing fibers, yarn and cloth in two and three dimensional design.

192. FIBER DESIGN II. (3)
Continuation of previous textile skills with emphasis on utilization of technique.

195. SPECIAL TOPICS. (1-3)
A course designed to deal with a topic or area in art which is not available in the regular course offerings. Topics and instructors to be listed in the class schedules. **BAC**

197., 198., 199. INDEPENDENT STUDY. (3-9)
This section is designed solely for the advanced student. It affords extended hours in areas of emphasis.

201. THERAPEUTIC USES OF ART. (1)
See GS/AR 201.

BIOLOGY (BI)

BIOLOGY:
Major: BI 12, 13, 111, 112, 115, 150; 2 hours of seminar (BI 197, 198, at least one of which must be BI 197); at least one hour of BI 199; CH 11 or 21, 22, 116, 117, 121, MA 31; PH 11, 12; one course in computer science; and 16 hours of upper-division biology courses

with at least one in the 140 and one in the 170 series.

Minor (biology): BI 12, and 16 hours of upper-division biology courses.

Minor (microbiology): BI 152, 153, 154, 156 and one additional course in biology or microbiology (recommended: BI 12, 111, 150; MT 172).

BIOLOGY/CHEMISTRY DOUBLE MAJOR

See Chemistry section.

BIOLOGY/MEDICAL TECHNOLOGY MAJOR

A student may choose to major in Biology and Medical Technology in a five year program. The first four years will be spent on campus completing requirements for the Medical Technology and Biology majors. The fifth year, the student will enroll in the MT 169-180 clinical courses. Upon completion the student will receive the Bachelor of Science in Medical Technology and the Bachelor of Science degrees. The following requirements must be met:

- BI 12, 13, 111, 112, 115, 120, 121, 127, 128, 139, 140 or 141, 150, 152, 153, 154, 156, 2 hours of seminar (BI 197, 198 at least one of which must be BI 197), 199 and at least one course in the BI 170 series.
- CH 11 or 21, 22, 116, 117, 121, 122
- Computer Science elective
- EN 15 or 28 or 29
- MA 31, 50 or approved elective
- MT 11, 169-180
- PH 11, 12

NATURAL SCIENCE MAJOR

See Natural Science section.

PRE-MEDICAL MAJOR

See Pre-medical Major section.

12. LIFE SCIENCE I—PRINCIPLES OF BIOLOGY. (4)

An introductory survey of the organization and diversity of life forms, ecological principles, and heredity. 3 hours lecture, 2 hours laboratory per week. No Prerequisites. I. Recommended for the college core requirements. **BAC**

13. LIFE SCIENCE II—ORGANISMIC BIOLOGY. (5)

A survey of unicellular and multicellular life forms with an emphasis on recognition of diversity in structure, function, and life styles. 3 hours lecture and 4 hours laboratory per week. Prerequisite: BI 12. II. **BAC**

14. MEDICAL TERMINOLOGY. (2)

See AH 14.

20. FUNCTIONAL HUMAN ANATOMY AND PHYSIOLOGY. (4)

A survey of the structures and functions of the human body. 3 hours lecture, 2 hours laboratory per week. No prerequisites. I, II. Recommended for the college core requirements. **BAC**

23. BIOLOGY OF STRESS. (1-3)

Topics concerning biology and stress are presented. Students may enroll in any one, two, or all sections. No prerequisites. S. Recommended for the college core requirements. **BAC**

70. RARE AND ENDANGERED SPECIES. (1)

Survey of causes and effects of eliminating species, both naturally and due

to man's influence. 1 hour lecture per week. No prerequisites. II, even years. Recommended for the college core requirements. **BAC**

72. MAN AND THE ENVIRONMENT. (3-4)
A study of relationships between plants, animals, and their environments with emphasis on man's role: over-population, food and fuel resources, pollution. 3 hours lecture per week. The fourth hour of credit may be obtained upon presentation of a satisfactory term paper, the topic to be chosen by the student, but subject to approval of instructor. No prerequisites. I, II. Recommended for the college core requirements. **BAC**

90. SPECIAL PROJECTS IN BIOLOGY. (1-2)
Selected readings and lectures on topics in biological sciences results are presented in a term paper and in a seminar. No prerequisites. I, II. S.

91-95. TOPICS IN BIOLOGY. (1)
Presentation and discussion of biological topics. Each offering will be titled on the course schedule. A student may take any number of different topics. One hour lecture per week. No prerequisites. I, II, S. Recommended for the college core requirements. **BAC**

111. GENETICS. (3)
Principles of genetics in living organisms; nature, transmission, and function of genetic material; an introduction to population genetics and evolution. 3 hours lecture per week. Prerequisites: BI 12; CH 11 or 21. II, even years. **BAC**

112. GENETICS LABORATORY. (1)
Experimental genetic studies. 3 hours laboratory per week. Prerequisite: BI 111 or concurrently. II, even years. **BAC**

115. EVOLUTION. (3)
Description of theories regarding processes by which life forms evolve; chemical evolution and origins of life; organismic evolution—population genetics and dynamics. 3 hours lecture per week. Prerequisite: BI 12. I, even years. **BAC**

120. HUMAN ANATOMY. (4)
A detailed study of the microscopic and gross anatomy of the human body. 3 hours lecture, 2 hours laboratory per week. No prerequisites. I, S. **BAC**

121. HUMAN PHYSIOLOGY. (4)
A detailed study of human body function. 3 hours lecture, 2 hours laboratory per week. Prerequisites: BI 120; CH 11 or 21; CH 13 or 113 or 117. II, S. **BAC**

122. PATHOLOGICAL PHYSIOLOGY. (4)
A study of alterations in normal human physiology in pathological conditions. 4 hours lecture per week. Prerequisites: BI 121 or concurrently. II, S. **BAC**

125. INTRODUCTION TO PATHOLOGY. (3)
An introduction to basic pathologic processes and systemic pathology considering etiology, structural and functional changes, manifestations, therapy, prognosis, and treatment of disease. 3 hours lecture per week. Prerequisite: BI 20 or 120. II. **BAC**

127 HEMATOLOGY. (3)
A study of the formation, morphology, function, and abnormalities of the formed elements of the blood including consideration of the coagulation mechanism. 3 hours lecture per week. Prerequisites: BI 20 or 121, CH 13 or 116, concurrent with CH 141, BI 128 and 156. I. **BAC**

128. HEMATOLOGY LABORATORY. (1)
The performance and theory of routine, manual hematology procedures. 4 hours laboratory per week. Prerequisites: Concurrent with MT/BI 127 or consent of instructor. I. **BAC**

129. BIOLOGICAL AND GENETIC CONSIDERATIONS OF SEX DIFFERENCES. (1)
See WS/BI 129.

134. KINESIOLOGY. (3)
Study of the skeletal and muscular systems and the mechanical and kinesthetic principles of human movement as applied to physical activity; this includes analysis of movement based on anatomy and bio-mechanical principles of motion. 2 hours lecture, 2 hours laboratory per week. Prerequisite: BI 20 or 121. I, odd years. **BAC**

138. CROSS-SECTIONAL ANATOMY WITH CORRELATION OF IMAGE MODALITIES. (3)
Detailed cross-sectional anatomy of the head, chest, abdomen, and pelvic regions with correlation of computed tomography, nuclear magnetic resonance, and ultrasound images. Prerequisites: BI 120 with a minimum grade of "C".

139. CLINICAL LABORATORY SCIENCE I (2)
See MT 139.

140. CLINICAL LABORATORY SCIENCE II (4)
See MT 140.

141. BIOCHEMISTRY. (3)
See CH 141.

142. BIOCHEMISTRY LABORATORY. (1)
See CH 142.

144. GENERAL PHYSIOLOGY. (4)
An investigation into the physiochemical principles underlying animal physiology. 3 hours lecture, 3 hours laboratory per week. Prerequisites: (one of these may be taken concurrently) BI 12; CH 13 or 113 or 117. II, even years. **BAC**

147. COMPARATIVE CHORDATE ANATOMY. (5)
A detailed study of representative chordate structure. 3 hours lecture, 6 hours laboratory per week. Prerequisite: BI 12, I, odd years. **BAC**

148. EMBRYOLOGY. (4)
A detailed study of animal development with emphasis on vertebrates. 3 hours lecture, 2 hours laboratory per week. Prerequisite: BI 12, II, odd years. **BAC**

150. CELL BIOLOGY (4)
A consideration of structure and function on the cellular and subcellular levels. 3 hours lecture, 3 hours laboratory per week. Prerequisites: BI 12 or 120; CH 13 or 113 or 117, or concurrently. II, odd years. **BAC**

152. GENERAL MICROBIOLOGY. (4)
Morphology, physiology, and growth of microorganisms; beneficial and harmful relationships between microorganisms and man; techniques of isolation and cultivation. 3 hours lecture, 3 hours laboratory per week. Prerequisites: BI 12 or 120; CH 13 or 113 or 117, or concurrently. I, S. **BAC**

153. PATHOGENIC MICROBIOLOGY. (4)
The salient characteristics of prokaryotes associated with diseases of man. 3 hours lecture, 3 hours laboratory per week. Prerequisite: BI 152. II. **BAC**

154. PARASITOLOGY. (4)
The salient characteristics of eukaryotes associated with diseases of man. 3 hours lecture, 3 hours laboratory per week. Prerequisite: BI 12 or 152. II. **BAC**

156. IMMUNOLOGY. (4)
A study of antigens, antibodies, and cell-mediated immunity; immediate hypersensitivities; autoimmune diseases. 3 hours lecture, 3 hours laboratory per week. Prerequisites: BI 12 or 120 and CH 13 or 113 or 117 or concurrently. I. **BAC**

170. ECOLOGY. (4)
A detailed study of relationships between organisms and their environments. 3 hours lecture and 4 hours laboratory per week. Prerequisite: BI 12. I, odd years. **BAC**

171, 172. FIELD BIOLOGY I, II. (3, 3)
Application of ecological research techniques on an extended field trip, emphasis on vertebrate natural history. 3 hours lecture per week. Field trip equivalent to a laboratory. Prerequisites: BI 12; recommended BI 170; permission of the instructor. II, even years. **BAC**

173, 174. ADVANCED FIELD STUDIES I, II. (3, 3)
Application of ecological research techniques on an extended field trip, emphasis on botany. 3 hours lecture per week. Field trip equivalent to a laboratory. Prerequisites: BI 13; recommended BI 170; permission of the instructor. II, odd years. **BAC**

177. HERPETOLOGY. (4)
A survey of the taxonomy and natural history of amphibians and reptiles. 2 hours lecture, 4 hours laboratory per week. Prerequisite: BI 12. II, odd years. **BAC**

179. MAMMALOGY. (3)
A survey of the taxonomy and natural history of mammals. 2 hours lecture, 2 hours laboratory per week. Prerequisite: BI 12. I, even years. **BAC**

197. DIRECTED STUDIES IN BIOLOGY. (1)
Detailed discussion and analysis of current topics in biology. Prerequisites: BI 12, or concurrently; permission of the instructor. I. **BAC**

198. BIOLOGY SEMINAR. (1-3)
Selected readings and discussion of topics in biological research. Emphasis on independent library study. Prerequisite: science major, twelve hours of upper-division biology courses. II, S. **BAC**

199. BIOLOGY RESEARCH. (1-6)
Individual student research project in laboratory or field. Prerequisites: Science major, twelve hours of upper-division biology courses, and consent of the instructor. I, II, S. **BAC**

ED 195. TEACHING OF BIOLOGY IN THE SECONDARY SCHOOL. (2)
See ED 195 in the Education section.

201. BIOLOGICAL PROCESSES AND AGING. (2)
See GS 201.

BUSINESS ADMINISTRATION (BU)

The Department of Business provides students with professional knowledge and basic skills necessary to assume positions of administrative responsibility in a wide variety of areas. This is undertaken with a sense of purpose—an orientation toward the moral aspects of one's actions and the consequences. Moreover, the department seeks to provide mechanisms and reinforcement for students to engage actively in meaningful experiences beyond the classroom setting.

DEGREES OFFERED:

• MASTER OF BUSINESS ADMINISTRATION (MBA)

Concentrations in:
- Accounting
- Administration
- Business Economics
- Finance
- Human Resource Management
- Management Information Systems
- Marketing
- Operations Management

• BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION (BSBA)

Majors in:
- Accounting
- Administration
- Business Economics
- Finance
- Information Science
- International Business
- Legal Assistant
- Marketing
- Operations/Procurement
- Personnel/Industrial Relations

A double major combining two of the above fields is not permitted.

• ASSOCIATE DEGREE IN BUSINESS ADMINISTRATION

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION (BSBA)

In addition to the general requirements for the Bachelor of Science in Business Administration degree, the following specific requirements must be met for all majors except Legal Assistant:

Business Core Requirements
BU 51 Principles of Accounting I (3)
BU 52 Principles of Accounting II (3)
BU 60 Introduction to Computer Systems (3)
BU 110 Legal Aspects of Business (3)
BU 120 Management (3)
BU 128 Administration Management Systems (3)
BU 170 Finance (3)
BU 181 Marketing (3)

BU 195 Business Policy (3)
EC 40 Statistical Analysis (3)
EC 51 Principles of Macroeconomics (3)
EC 52 Principles of Microeconomics (3)
EC 141 Quantitative Analysis (3)
One computer language course (3)
A total of forty-two (42) hours.

Major Requirements
In addition to the core requirements, students must satisfy the requirements of one of the following major areas:

Accounting
BU 151 Cost Accounting (3)
BU 152 Intermediate Accounting I (3)
BU 153 Intermediate Accounting II (3)
BU 154 Tax Accounting I (3)
BU 155 Tax Accounting II (3)
BU 157 Auditing (3)
BU 158 Advanced Accounting (3)
BU 159 Accounting Theory (3)
EC 161 Money and Banking (3)
Upper-division elective in BU/EC (3)
A total of thirty (30) hours

Administration
BU 90 Business Communications (3)
BU 140 Personnel Administration (3)
BU 150 Managerial Accounting (3)
BU 160 Operations Management (3)
BU 165 Procurement Management (3)
BU 175 Financial Policy (3)
BU 189 Marketing Policy (3)
Upper-division electives from a four-year institution (9), 3 of which must be in BU/EC.

Business Economics
BU 90 Business Communications (3)
EC 151 Intermediate Macroeconomics (3)
EC 152 Intermediate Microeconomics (3)
EC 161 Money and Banking (3)
EC 182 International Economics (3)
BU 175 Financial Policy (3)
BU 187 Marketing Research (3)
or
BU 160 Operations Management (3)
Upper-division electives from a four-year institution (9), 3 of which must be BU/EC.

Finance
BU 90 Business Communications (3)
BU 150 Managerial Accounting (3)
BU 171 Investments (3)
BU 175 Financial Policy (3)
BU 179 Seminar in Finance (3)
EC 152 Intermediate Microeconomics (3)
EC 161 Money and Banking (3)
Upper-division electives from a four-year institution (9), 3 of which must be BU/EC.

Information Science
BU 90 Business Communications (3)
BU 150 Managerial Accounting (3)
BU 187 Marketing Research (3)
21 hours of Data Processing Specialty Courses (some off-campus) including COBOL I, II.

International Business
BU 125 International Business Administration (3)
BU 180 Market Analysis (3)
EC 182 International Economics (3)
12 hours, or the equivalent, of a second language.
12 hours beyond basic course(s) in a business functional area with approval of adviser.

Marketing
BU 90 Business Communications (3)
BU 180 Market Analysis (3)
BU 182 Consumer Behavior (3)

BU 183 Promotion Strategy (3)
BU 187 Marketing Research (3)
BU 188 Seminar in Marketing (3)
BU 189 Marketing Policy (3)
Upper-division electives from a four-year institution (9), 3 of which must be BU/EC.

Operations/Procurement
BU 90 Business Communications (3)
BU 140 Personnel Administration (3)
BU 150 Managerial Accounting (3)
BU 160 Opeations Management (3)
BU 165 Procurement Management (3)
EC 152 Intermediate Microeconomics (3)
Upper-division electives from a four-year institution (12), 6 of which must be BU/EC.

Personnel/Industrial Relations
BU 90 Business Communications (3)
BU 140 Personnel Administration (3)
BU 141 Labor-Management Relations (3)
BU 147 Human Resource Planning (3)
BU 148 Seminar in Personnel I (3)
BU 149 Seminar in Personnel II (3)
SO 161 Social Psychology (3)
Upper-division electives from a four-year institution (12), 6 of which must be BU/EC.

Effective fall, 1987, each of the curricular patterns outlined above (except Accounting) must include a minimum of one course in both finance and marketing from a four-year institution.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION: LEGAL ASSISTANT

This program provides the student with the advantage of pursuing a specialized career-oriented major in the legal assistant field while maintaining the flexibility offered by obtaining a Business Administration degree.

The curriculum is designed to teach the fundamental skills and knowledge necessary to function as a paraprofessional in the legal field as well as to provide an understanding of the professional and ethical responsibilities of the legal assistant.

In addition to the general requirements for the Bachelor of Science in Business Administration degree, the following specific requirements must be met:

Business Administration courses:
BU 51 Principles of Accounting I (3)
BU 52 Principles of Accounting II (3)
BU 60 Introduction to Computer Systems (3)
BU 110 Legal Aspects of Business (3)
BU 120 Management (3)
BU 128 Administrative Management Systems (3)
BU 170 Finance (3)
EC 40 Statistical Analysis (3)
EC 51 Principles of Macroeconomics (3)
EC 52 Principles of Microeconomics (3)
One computer language course (3)
A total of thirty-three (33) hours.

Legal Assistant courses:
BU 30 Law and Society (3)
BU 102 Legal Research and Writing (3)
BU 131 Administrative Law (3)
BU 133 Business Entities I (3)
BU 135 Estates and Trusts I (3)
BU 137 Introduction to Litigation (3)
BU 138 Litigation II (3)
BU 139 Real Estate Law (3)
BU 193 Internship (3)
Upper-division electives from a four-year institution (9)

ASSOCIATE DEGREE IN BUSINESS ADMINISTRATION

Requirements:
(A total of sixty-four (64) hours).
BU 51 Principles of Accounting I (3)
BU 52 Principles of Accounting II (3)
BU 60 Introduction to Computer Systems (3)
BU 90 Business Communications (3)
BU 110 Legal Aspects of Business (3)
BU 120 Management (3)
and
CO 111 Speech Communication (3)
or
CO 112 Human Communication (3)
EC 40 Statistical Analysis (3)
EC 51 Principles of Macroeconomics (3)
EC 52 Principles of Microeconomics (3)
EN 15 Fundamentals of Writing I (3)
EN 28 Fundamentals of Writing II (3)
PL 13 Logic (3)
PY 11 General Psychology (3)
MA 16 Integrated Algebra and Trigonometry (3)
One computer language course (3)
Six (6) hours of Natural Science and Mathematics electives; ten (10) hours of "free" electives.

MINOR IN BUSINESS ADMINISTRATION

Requirements:
(A total of thirty (30) hours).
BU 51 Principles of Accounting I (3)
BU 52 Principles of Accounting II (3)
BU 60 Introduction to Computer Systems (3)
or
One computer language course (3)
BU 110 Legal Aspects of Business (3)
BU 120 Management (3)
BU 170 Finance (3)
BU 181 Marketing (3)
EC 40 Statistical Analysis (3)
EC 51 Principles of Macroeconomics (3)
EC 52 Principles of Microeconomics (3)

A minimum grade of "C" is required in courses required for a minor in Business Administration.
MA 16 is a prerequisite to courses included in the minor in Business Administration.

CERTIFICATE IN LEGAL ASSISTANT STUDIES

The certificate in Legal Assistant Studies program is a non-academic degree program designed to meet the needs of the student who already has a bachelor's degree in another field of study, or the student who does not wish to complete the Bachelor of Science degree.

For the student who does not have a bachelor's degree, it is necessary to complete a total of 60 hours of college credit including:

General Education Courses
36 hours of general education courses including the following specific courses or their equivalent:
BU 60 Introduction to Computer Systems (3)
CO 111 Speech Communication (3)
or
CO 112 Human Communication (3)
EC 51 Principles of Macroeconomics (3)
EN 15 Fundamentals of Writing I (3)
EN 28 Fundamentals of Writing II (3)
PL 13 Logic (3)
PY 11 General Psychology (3)
One computer language course (3)
One mathematics course (3)
Elective courses (9)

Legal Assistant Courses
BU 30 Law and Society (3)

BU 102 Introduction to Legal Research and Writing (3)
BU 131 Administrative Law (3)
BU 133 Business Entities I (3)
BU 135 Wills, Trusts and Estates I (3)
BU 137 Introduction to Litigation (3)
BU 138 Litigation II (3)
BU 139 Real Estate Law (3)
For the student who already has a bachelor's degree, it is only necessary to complete the 24 hours of Legal Assistant courses or their equivalent.

20. INTRODUCTION TO BUSINESS. (3)
This course provides a useful introduction to business for non-business students and for business students entering the college directly from high school. It is not open to any student who has already completed six semester hours of BU/EC courses.

30. LAW AND SOCIETY. (3)
Introduction to the structure and processes of legal systems, analysis of legal decision-making within civil, criminal and administrative judicial units. Legal history, law and society and jurisprudence. Legal concepts, terminology. Functions of lawyers and legal assistants in the legal process.

51. PRINCIPLES OF ACCOUNTING I. (3)
Introduction to the terminology, concepts, and procedures of modern accounting. Prerequisites: Sophomore standing, MA 16.

52. PRINCIPLES OF ACCOUNTING II. (3)
Continuation of BU 51. Accounting for partnerships, corporations, and branches. Introduction to cost accounting. Use of basic accounting theories as an aid to management. Includes the analysis and interpretation of financial statements. Prerequisite: BU 51.

60. INTRODUCTION TO COMPUTER SYSTEMS. (3)
Comprehensive treatment of computer systems and devices, the principles applicable to management of the data processing department and its interaction with other departments. Prerequisite: one computer language.

80. PRINCIPLES OF SALESMANSHIP. (3)
Principles and methods of effective personal selling, with emphasis on customer analysis and methods of sales presentations.

90. BUSINESS COMMUNICATIONS. (3)
Summary of appropriate areas of communication theory followed by applications to business. Composition of specific types of business letters, interoffice communications, and reports from a management and human relations approach. Prerequisites: EN 15, 28; CO 111 or 112. Day and evening, I, II, and Summer.

102. INTRODUCTION TO LEGAL RESEARCH AND WRITING. (3)
An introduction to basic legal research and writing, concentrating on the various methods and resources for legal research, methods of analyzing and understanding court opinions. Statutes and other resource material and the drafting of communications to record and convey results of research. A basic overview of legal research tools and resources will be included, such as case

reporting services, statutes, digests, legal encyclopedias, legal dictionaries, and case citators. Recommended prerequisite: BU 30. II.

110. LEGAL ASPECTS OF BUSINESS. (3)
A study of fundamentals of business law as it relates to a broad range of business topics. Not open for credit to students who have completed Business Law I or Business Law II. Day and Evening, I, II, and Summer.

112. BUSINESS LAW: ACCOUNTING TOPICS. (3)
This course is designed for students entering the accounting profession who need additional exposure to legal issues of particular importance in that profession. Includes a detailed study of accountants liability. Prerequisite: BU 52 and 110.

115. INSURANCE. (3)
An introduction to the areas of risk management and the study of basic types of insurance. Additionally, the development of guidelines useful in the establishment of a sound insurance program for an individual or an organization. No prerequisite.

118. REAL ESTATE (3)
Fundamental concepts in real estate and their application in the principal commercial and financial transactions involved in the ownership and transfer of real estate. Prerequisites: BU 110 and 170.

120. MANAGEMENT. (3)
Basic principles of management applicable to any business, department of government, non-profit organization, union, or trade association.

125. INTERNATIONAL BUSINESS ADMINISTRATION. (3)
Introductory analysis of the environmental factors unique to international business situations and the special management problems associated with conducting international business.

128. ADMINISTRATIVE MANAGEMENT SYSTEMS. (3)
Prepares students to administer office functions, methods, equipment, systems, policies. Stresses the role of the Administrative Manager as an overall supervisor of an office. Prerequisite: BU 120.

131. ADMINISTRATIVE LAW. (3)
The principles of administrative law; the legislative and adjudicative institutions; obligations, rights, and responsibilities of principles participants in administration, and the impact on business and society.

133. FORMATION AND STRUCTURE OF BUSINESS ENTITIES. (3)
Introduction to business organizations with emphasis on corporations and Missouri and Kansas laws covering their formation and continued operation. Preparation of various documents necessary for formation and continued operation of these business entities and the role of the paralegal in fulfilling legal requirements. Prerequisites: BU 30, BU 102.

135. WILLS, TRUSTS AND ESTATES I. (3)
An introduction to the basic legal principles applicable to wills, trusts and estates including the study of processes and techniques necessary to assist a

lawyer in drafting wills and administering trusts and estates. Prerequisites: BU 30, 102.

137. INTRODUCTION TO LITIGATION. (3)

An overview of the civil litigation process including a study of the rules of civil procedure and the rules of evidence. Emphasis will also be placed on the development of skills involved in simple litigation matters, including the preparation of pleadings, motions and discovery requests. Prerequisite: BU 30.

138. LITIGATION II. (3)

Emphasis will be on the development of skills involved in more complex and specialized litigation matters including the preparing of pleadings, motions and discovery requests, the analyzing and organizing of discovery information, interviewing and investigative techniques and other skills relating to the litigation process. Prerequisite: BU 137.

139. REAL ESTATE LAW. (3)

Designed for those who seek a business career in the broad field of real estate, for paralegal students, and for others who wish to obtain a clear understanding of the facts of real property ownership, as well as of the principal commercial and financial transactions involved in the ownership and transfer of real estate. No prerequisite.

140. PERSONNEL ADMINISTRATION. (3)

Study of the personnel function as an integral part of the effective management of an enterprise. Consideration is given to planning and administration, personnel information systems, personnel procurement, utilization, development, compensation and benefits, protection, retention, and retirement. Examines interactions with others in management, with labor groups, and compliance with government regulations. Prerequisite: BU 120.

141. LABOR-MANAGEMENT RELATIONS. (3)

Basic principles of labor-management relations, their history and development, and how these principles relate to everyday activities with regard to contracts, grievance procedures, and arbitration. Prerequisites: BU 120, 140.

143. WAGE AND SALARY ADMINISTRATION. (3)

See PA 143.

147. HUMAN RESOURCE PLANNING. (3)

An integrated approach to human resource information systems, planning, and career development. Prerequisite: BU 120 and 140.

148. SEMINAR IN PERSONNEL I. (3)

A more intensive investigation of selected personnel topics, including compliance with governmental regulations, recruitment and selection, compensation and benefits administration, and health, safety and security. Prerequisites: BU 120 and 140.

149. SEMINAR IN PERSONNEL II. (3)

A more intensive investigation of additional personnel topics, including quality of work life and productivity, performance appraisal and evaluation, and communication and employee assistance programs, and personnel audit. Prerequisites: BU 120 and 140.

150. MANAGERIAL ACCOUNTING. (3)
Study of the principles of determination, responsibility, and control of costs. Emphasis on managerial use of cost information for planning and control, and the contribution approach to decisions. Prerequisite: BU 52.

151. COST ACCOUNTING. (3)
Study of accounting for product and period costs. Emphasis on overhead variance analysis, overhead applications and reapportionment, process costing, variable costing, sales and product mix and yield variances, and joint costs. Prerequisite: BU 52.

152. INTERMEDIATE ACCOUNTING I. (3)
Review of the accounting process and financial statements. Study of the accounting for investments, receivables, inventories, liabilities, plant and equipment and intangible assets. Prerequisite: BU 52.

153. INTERMEDIATE ACCOUNTING II. (3)
Study of the accounting for long-term investments, long-term liabilities, leases, pensions, stockholders' equity, and financial statement analysis. Prerequisite: BU 152.

154. TAX ACCOUNTING I. (3)
Detailed discussion of the fundamental aspects of federal income taxation as applied to individuals. Gross incomes, adjusted gross income, exclusions from gross income, deductions—business and personal, capital gains and losses, sales and other dispositions of property. Prerequisite: BU 52.

155. TAX ACCOUNTING II. (3)
Comprehensive examination of the fundamental characteristics of federal income tax as applied to corporations and partnerships, the effect of income tax laws upon shareholders and partners, capital gains and losses, accrual and cash-basis tax payers, the sale and disposition of property, and the splitting of income for the purpose of lowering income taxes. Prerequisite: BU 154.

157. AUDITING. (3)
A course in the verification of records, valuations and analysis of accounts, and presentation of conditions as used by public accountants and internal auditors, including ethical, legal, and other aspects of the auditor's work. Prerequisite: BU 153.

158. ADVANCED ACCOUNTING. (3)
An advanced study of accounting procedures and theory relating to: combined corporate entities, fiduciaries, not-for-profit institutions, partnerships and other selected topics. Prerequisite: BU 153.

159. ACCOUNTING THEORY. (3)
A study of major theories relating to income determination and asset valuation; also included will be a consideration of the history of accounting thought. Prerequisite: BU 153.

160. OPERATIONS MANAGEMENT. (3)
Study and analysis of a broad range of methods and techniques utilized in managing the operations area of various types of institutions, including the production function of manufacturing firms. Prerequisites: BU 120; EC 40, 141.

165. PROCUREMENT MANAGEMENT. (3)
A study of procurement management and an analysis of problems associated with the purchase of a wide range of industrial products, ranging from raw materials through installations and equipment, for manufacturing firms and other organizations. Prerequisites: BU 120; EC 40, 141.

170. FINANCE. (3)
Study of financing of business enterprises, with particular reference to the corporation. Prerequisites: BU 52, EC 51, 52; MA 16.

171. INVESTMENTS. (3)
Analysis and evaluation of the major types of investing media and the selection of the most suitable ones for the investor and his particular circumstances and needs. Prerequisite: BU 170.

175. FINANCIAL POLICY. (3)
Case studies of the theory and practice of capital budgeting, financial analysis, financial planning, asset management, cost of capital, dividend policy, and other activities of the financial manager. Prerequisite: BU 170.

176. SECURITY ANALYSIS. (3)
A study and analysis of securities, securities' markets and industries for the purpose of portfolio management and investment strategy. Prerequisite: BU 171.

178. SEMINAR IN FINANCE. (3)
Presentation, discussion and research of current and specific problems of corporate finance. Format at discretion of finance advisor. Business and/or economics majors of senior standing only. Prerequisite: BU 170 and 175.

180. MARKET ANALYSIS. (3)
Analysis of geographic and demographic dimensions of the United States market and selected international, regional, and local markets.

181. MARKETING. (3)
Introduction to the principles and practices of marketing goods and services. Strategy and planing are emphasized and the marketing concept given extensive treatment. Prerequisites: EC 51, 52.

182. CONSUMER BEHAVIOR. (3)
Analysis of internal and external factors influencing consumer behavior and identification of variables basic to the segmentation of consumer markets. Prerequisite: BU 181 (or concurrently).

183. PROMOTION STRATEGY. (3)
Analysis of factors basic to the planning, implementation, coordinating, and evaluation of an organization's promotional strategy as a major component of its marketing program. Prerequisite: BU 181 (or approval of instructor). BU 182 recommended.

184. ADVERTISING MANAGEMENT. (3)
Development, implementation, evaluation of an advertising program for an organization. Advertising management problems will be approached from the perspective of both the client firm and the advertising agency. Prerequisites: BU 181, 182, and BU 183 or equivalent recommended.

185. PUBLIC RELATIONS MANAGEMENT. (3)

Development, implementation, evaluation of a comprehensive public relations program for an organization. Special attention to be given to the assessment of actual and potential responses to specific management policies and decisions on the part of both internal and external publics of an organization. Prerequisites: BU 120 and 181 or equivalent strongly recommended.

186. PHYSICAL DISTRIBUTION MANAGEMENT. (3)

Design effective operation and coordination of integrated physical distribution systems of organizations serving geographically extended markets. Prerequisites: BU 181, EC 40 and 141.

187. MARKETING RESEARCH. (3)

Analysis of the techniques and methods utilized in planning, executing, and reporting the results of marketing research studies in a managerially useful manner. Prerequisites: BU 181; EC 40.

188. SEMINAR IN MARKETING. (3)

An exploration in depth of selected topics in marketing which are current in nature and/or could not be investigated in depth in other marketing courses. Prerequisite: BU 181. Recommended: BU 182, 187.

189. MARKETING POLICY. (3)

Analysis of problems associated with the development, execution, evaluation, and redirection of marketing programs, plans and strategies in a wide range of organizational settings. Prerequisite: BU 181.

191. SMALL BUSINESS ADMINISTRATION. (3)

The study of principles of business administration as applied in the context of smaller businesses. Topics covered include management, accounting, marketing and finance for small businesses. Prerequisites: BU 120, 170, 181.

192. BUSINESS CONSULTING PRACTICUM. (3)

Students will work in teams in actual business situations involving identifying problems, proposing solutions, and implementing changes where practicable. Prerequisites: Consent of the instructor.

193. LEGAL ASSISTANT INTERNSHIP. (3)

Students completing the Legal Assistant major will experience at least 150 contact hours of practical training under the supervision of an attorney. Application of skills and abilities acquired in the classroom to actual problems in the legal environment. Program coordinator should be contacted one semester in advance of enrollment in this course. Senior standing only.

195. BUSINESS POLICY. (3)

Intensive analysis of business situations to evaluate these companies in the light of general conditions and of conditions within the company itself; to develop policies and plans for achieving set objectives; to organize personnel to carry out plans; to guide and maintain administrative organizations; to reappraise, and when necessary, alter objectives, policies, and organization. Prerequisites: Senior standing; BU 120, 170, 181.

196. INDEPENDENT STUDY IN BUSINESS. (1-6)

Independent study in depth of an approved topic not parallel with content of any other specific course offering.

197. SPECIAL TOPICS. (1-3)
Selected topics to be determined at the discretion of the department.

199. BUSINESS INTERNSHIP. (1-6)
Consists of significant business-related work experience to be performed in a position approved by the department.

MASTER OF BUSINESS ADMINISTRATION (MBA)

Concentrations:
- Accounting
- Administration
- Finance
- Human Resource Management
- International Business
- Management Information Systems
- Marketing
- Operations Management

The M.B.A. program provides in-depth preparation for men and women to assume administrative positions in a broad range of business and other types of institutions within our society. A student with a bachelor's degree in any academic discipline may enroll in Avila's MBA program.

Admission Requirements
Admission requirements for the MBA program are a baccalaureate degree from an accredited institution and at least 1000 points based on the formula: 200 × the GPA on the last 60/90 semester/quarter hours (4.0 system) plus GMAT score. Foreign students should have a minimum 450 score on the GMAT examination and a minimum 550 score on the TOEFL test. Students not meeting these requirements may petition for admission.

Candidacy Status
Upon having satisfied all admission criteria identified above and having completed nine (9) hours of graduate work with a grade point average of 3.0 or better, the student should apply for candidacy status. Only students approved for candidacy status will be permitted to pursue additional work toward the MBA degree.

Requirement for Graduation
All study programs shall require at least 24 hours of course work devoted to a basic body of knowledge associated with an education in business. Such a requirement may be met with a combination of undergraduate and graduate work. Additionally, the MBA candidate must complete at least 24 hours of course work beyond the common body of knowledge in courses open exclusively to graduate students.

Students with appropriate prior course work may be exempt from certain requirements provided a minimum of 24 hours of 400-level courses are completed in the program. A maximum of six (6) graduate hours may be transferred from another accredited institution.

A student concentrating in Administration, Finance, Human Resource Management, International Business, Management Information Systems, Marketing, or Operations Management is required to complete 9 hours of work in his or her respective area of concentration beyond the common body of knowledge. Principal graduate courses

otherwise required may be counted in this 9-hour requirement when relevant to the concentration selected.

Credit Hours and Grading System

Grades	Points per Semester Hour
A Excellent	4
B Good	3
C Minimum Pass	2
F Fail	0

Any Incomplete (I) grade in a graduate Independent Study or Research course not completed for evaluation by the first day of the second session or semester following the one in which the student initially enrolled in it would be changed to a withdrawal (W). In order to extend the time for completing the work, the student would have to enroll in the course again and pay the tuition again.

The Curriculum

The curriculum consists of the following prerequisites and basic and principal graduate courses:

Prerequisites: (for all candidates)

College Algebra (MA 16)

Computer language course recommended.

Additional prerequisites for the Accounting concentration:

Intermediate Accounting I (BU 152)
Intermediate Accounting II (BU 153)
Tax Accounting (BU 154)
Cost Accounting (BU 151)
Auditing (BU 157)
Advanced Accounting (BU 158)
Business Legislation (BU 310)

Additional prerequisites for the Management Information Systems concentration:

2 semesters of computer language(s) or equivalent background.

Basic Courses

Financial Accounting (BU 350)
Economic Concepts (EC 350)
Statistical Analysis (EC 340)
Quantitative Analysis (EC 341)

Principal Graduate Courses

Although the specific courses to be included in each student's study program will vary in relation to the person's background and career objectives, the following combination of courses are typical curricular patterns representing the major portion of the MBA program.

Basic requirements for all MBA students:

Management Processes (BU 420) **or**
Management Seminar (BU 428)

Marketing Management (BU 481) **or**
Marketing Strategy (BU 489)

Financial Management I (BU 470) **or**
Financial Management II (BU 475)

Organizational Behavior and Development (BU 494)

Aggregate Income Analysis (EC 451)
or
Managerial Economics (EC 452)

Corporate Strategy and Planning (BU 495)

Additional requirements for Administration, Finance, Human Resource Management, International Business, Management-Information Systems, Marketing and Operations Management concentrations:

Business, Government and Society (BU 435)
Managerial Accounting (BU 450)

Additional Requirements for Accounting concentration:
Accounting Theory (BU 459)
Advanced Tax Accounting (BU 454)
Advanced Cost Accounting (BU 451)
Advanced Auditing (BU 457)

GRADUATE COURSES IN BUSINESS ADMINISTRATION (BU)

See Economics course listing for descriptions of Economics courses in the MBA program.

310. BUSINESS LEGISLATION. (3)
Provides a basic knowledge of the textbook treatment of legal problems inherent in business transactions and their accounting and auditing implications.

350. FINANCIAL ACCOUNTING. (3)
A study of the terminology, concepts and procedures of accounting. An introduction to the use of accounting theory and practice as an aid to management control.

415. INSURANCE FUNDAMENTALS. (3)
Deals with the concept of risk, insurance institutions and contracts, the special problems associated with property, liability, life, and health insurance, and government regulation of the insurance industry. This course not available for credit by persons who have completed an equivalent introductory course in insurance. Prerequisites: BU 470; EC 340, 350.

418. REAL ESTATE FUNDAMENTALS. (3)
An analysis of urban economics and real estate fundamentals, including the physical characteristics of real estate and the legal, ethical, tax, and financial implications of real estate transactions. Also, deals with problems of appraisal, marketing, and leasing real estate. This course not available for credit by persons who have already completed an equivalent introductory course in real estate. Prerequisites: BU 310, 350, 470, and EC 350 or equivalents.

420. MANAGEMENT PROCESSES. (3)
Provides an in-depth study of systems processes, the functions of management, and the development of practical management policy as guides to managerial decision-making. Emphasis is placed on planning, organizing, directing, staffing, and controlling business activities.

425. INTERNATIONAL BUSINESS. (3)
Provides students with an understanding of the unique features of international business which involves practices and protocol different from those prevailing in the United States. Topics include exporting and importing, licensing arrangements, an appreciation of foreign cultures and customs, balance of payments concepts, foreign exchange complexities, international business documents, and multinational enterprises. Prerequisites: BU 420, 470, 481 or equivalents.

428. MANAGEMENT SEMINAR. (3)
Students analyze in-depth special problems, trends, and developments in particularly significant areas of the general manager's tasks, including the decision process, administrative process, organizational behavior, motivation, communication, environmental concerns, special responsibilities, strategy design and policy formulation. Prerequisite: BU 420 or equivalent.

433. SOCIAL LEGISLATION. (3)
A study of significant social legislation passed by Congress in recent years and in force today. An examination of constitutional questions, national goals and the structure and procedures of administrative agencies. Included will be such social programs as Workmen's Compensation, Social Security, the Civil Rights Act, Equal Employment Opportunity Act, and OSHA.

435. BUSINESS, GOVERNMENT AND SOCIETY. (3)
A review of the basic means-ends relationships which exist among society's goals and the various units comprising the economic system, as well as the various units comprising the political system in the United States as a basis for studying government-business relationships. Prerequisite: EC 350 or equivalent.

440. HUMAN RESOURCES MANAGEMENT I. (3)
The study of the management of human resources through consideration of its involvement with other major managerial functions and the work force in meeting the goals and standards of individuals and the organization as a whole. Prerequisites: BU 420 or equivalent.

441. HUMAN RESOURCES MANAGEMENT II. (3)
This course extends the study of human resource management through emphasis on an integrated approach to human resource planning and career development and the relationship of career management to strategic organizational concerns. Prerequisites: BU 420, 440 or equivalents.

442. INDUSTRIAL RELATIONS. (3)
Examines contemporary union-management relations with the labor movement as a background. Takes into consideration contract negotiation and administration, labor law, arbitration, substantive issues, and the internal politics and administration of unions. Prerequisite: BU 420 or equivalent.

450. MANAGERIAL ACCOUNTING. (3)
Designed to assist persons in making managerial decisions through the use of accounting data. Students become acquainted with the accounting discipline's role in the decision-making process. Prerequisite: BU 350 or equivalent.

451. ADVANCED COST ACCOUNTING. (3)
A study of the application of various cost accounting techniques, including product costing and pricing, variance analysis and cost allocation. Introduces a second level of knowledge of cost accounting and the applications of such knowledge. Prerequisite: BU 151 or equivalent.

455. ADVANCED TAX ACCOUNTING. (3)
An advanced study of the characteristics

of Federal income tax as applied to business entities. Provides a specialized background in researching Federal income tax questions and problems. Prerequisite: BU 154 or equivalent.

456. TAXATION AND DECISIONMAKING. (3)
A course designed for the non-accounting student who needs to recognize the important tax consequences of business and personal decisions. Conceptual aspects of the tax law will be emphasized, and some technical proficiency will be developed. Aspects of individual, partnership, corporate, and estate/trust taxation will be examined. Not open to students who have completed BU 154, 155 or 455. Prerequisite: BU 350 or equivalent.

457. ADVANCED AUDITING. (3)
Provides a background in the history and development of auditing as a profession, culminating in a more complete understanding of the role of today's auditor and the environment in which he works. Emphasis is placed on techniques used in arriving at audit decisions and the practical implementation of such audit decisions. Special consideration is given to topics such as the effect of computer orientation upon auditing and to the area of management advisory services. Prerequisite: BU 157 or equivalent.

459. ADVANCED ACCOUNTING THEORY. (3)
Designed to provide a background in the theory of income, asset valuation, and the history of accounting thought. Central to much of the work is the relevance of theories relating to the measurement of cash and other resource flows. Within this framework, emphasis is placed upon evaluation of the logic of accepted accounting theory in relationship to its satisfaction of user needs. Prerequisite: BU 153 or equivalent.

460. PRODUCTION/OPERATIONS MANAGEMENT. (3)
An intensive study and analysis of a broad range of methods and techniques utilized in managing the operations area of various types of institutions, including the production function of manufacturing firms. Prerequisites: BU 420; EC 340, 341, 350 or equivalents.

465. PROCUREMENT MANAGEMENT. (3)
A study of procurement management and an analysis of problems associated with the purchase of a wide variety of industrial products and services. Prerequisites: BU 420; EC 340, 341, 350 or equivalents.

467. MANAGEMENT INFORMATION SYSTEMS. (3)
This course is designed to assist students in developing the ability to determine the organization's information needs, to relate key organizational decisions to their underlying sources of data and to design and evaluate overall information systems. Prerequisites: BU 350, 360, 420, 470, 480 or equivalents. BU 450 recommended.

468. DATA SYSTEMS MANAGEMENT. (3)
This course deals with the development and maintenance of a highly integrated, but flexible, collection of computer files that are cross-referenced in a manner that minimizes duplication of data within

the total management information system of an organization. Prerequisite: Two semesters of computer language.

469. DESIGN AND ANALYSIS OF INFORMATION SYSTEMS. (3)
This course deals with the analysis, design, and development of a computer information system as a set of interrelated, interacting components functioning together as an effective unit to achieve specific results. Prerequisite: Two semesters of computer language.

470. FINANCIAL MANAGEMENT I. (3)
Provides thorough treatment of three major kinds of financial management decisions with which business firms are faced: the investment decision, the financing decision, and the dividend decision. Prerequisites: BU 350; EC 340, 350 or equivalents.

472. FINANCIAL MARKETS AND INSTITUTIONS. (3)
A study of financial systems. The course will include reviewing the flow of funds between various sectors of the society. It will look at the formation of capital within the framework of the current financial institutions. Prerequisite: BU 470 or equivalent.

475. FINANCIAL MANAGEMENT II. (3)
Exposes students to financial management concepts as they are applied in a variety of business and economic situations. Assists students in becoming aware of the potential impact of different financial decisions on the operation of the business. Gives students the opportunity to assume the role of Financial Manager in realistic business situations and make decisions under conditions of uncertainty. Prerequisite: BU 470 or equivalent.

476. ADVANCED SECURITY ANALYSIS. (3)
Assists students in the development of a framework to use in the analysis of different types of investments; viz. common and preferred stocks, corporate and government bonds, and insurance. Prerequisite: BU 470 or equivalent.

478. FINANCE SEMINAR. (3)
Research, presentation and discussion of current topics and specific problems in the area of finance not covered in other graduate courses in finance. Individual students enrolled will have considerable opportunity to select specific topics to be covered in the seminar. Prerequisite: BU 470 and 475 or equivalent.

481. MARKETING MANAGEMENT. (3)
Demonstrates the application of the management process to the marketing function, with particular emphasis on the planning phase of the management process. Provides an introduction to various ways of organizing for marketing and establishing effective organizational relationships between marketing and other areas of the micro system, including particularly production, purchasing, finance, and personnel. Prerequisite: EC 350 or equivalent.

483. PROMOTION MANAGEMENT. (3)
Analysis of consumer and buyer behavior and the study of personal selling, advertising, sales promotion, and publicity as they relate to the structuring of a

well balanced promotional mix and an effective and efficient marketing communication system for an organization. Prerequisite: BU 481 or equivalent.

485. MARKETING CHANNEL MANAGEMENT. (3)

Analysis of factors basic to the development of and problems associated with maintaining both direct and indirect channels of distribution and the development of effective and efficient physical distribution systems. Prerequisite: BU 481 or equivalent.

486. PRODUCT AND PRICING STRATEGIES. (3)

Analysis of problems associated with the development and commercialization of products and alternative pricing strategies which may be utilized at various stages of the product/brand life cycle. Prerequisite: BU 481 or equivalent.

487. MARKETING ANALYSIS. (3)

Analysis of the techniques and methods utilized in planning, executing, and reporting results of marketing research studies in a managerially useful manner. This course not available for credit by persons who have already completed BU 187 or its equivalent. Prerequisites: BU 481 and EC 340 or equivalents.

489. MARKETING STRATEGY. (3)

In-depth analysis of problems associated with the development, execution, evaluation, and redirection of marketing programs, plans and strategies in a wide range of organizational settings. Prerequisite: BU 481 or equivalent.

491. BUSINESS ETHICS. (3)

Designed to emphasize the world's need for commonly accepted ethical standards; the need for a sense of personal responsibility; the actual business practices of national and international corporations; various ethical theories and philosophies of man used to judge business practices.

494. ORGANIZATIONAL BEHAVIOR AND DEVELOPMENT. (3)

Deals with the structure and nature of organizations and human interaction in the organizational environment. Focuses on the improvement of performance and morale by examining the forces and variables which have an impact on people and organization systems.

495. CORPORATE STRATEGY AND PLANNING. (3)

Provides managerial skills related to the determination and fulfillment of an organization's mission. Thrust will be the manager's role in identifying problems through an evaluation of an organization's strengths and weaknesses, taking into consideration both the internal and external environment. Emphasis on formulation of policy and strategy in planning an organization's direction in a changing environment. Prerequisites: BU 420, 470, 481, or equivalents. This course should be taken near the end of the program.

496. INDEPENDENT STUDY IN BUSINESS. (3)

Independent study in depth of an approved topic not parallel with the content of any other specific course offering.

497. BUSINESS RESEARCH. (3)

Independent research resulting in the

completion and defense of a master's thesis. This is an optional course and not required for MBA students.

CHEMISTRY (CH)

Major: CH 11 or 21, 22 and thirty-three semester hours in upper-division chemistry including CH 116, 117, 121, 122, 131, 132, 133, 134, 198; CS 12 or 13; MA 31, 112, 113; PH 11, 12.

Minor: CH 11 or 21 and sixteen semester hours, twelve of which should be in upper-division chemistry.

Students majoring in chemistry are also required to pass either a departmental comprehensive examination, the Graduate Record Examination in chemistry, or the chemistry sections of the DAT or MCAT examinations.

BIOLOGY/CHEMISTRY DOUBLE MAJOR

- Biology: BI 12, 13, 111, 112, 115, 150; 2 hours of seminar (BI 197, 198 or CH 192-197, at least one of which must be BI 197); at least one hour of BI 199; and 16 hours of upper-division biology courses with at least one in the 140 and one in the 170 series.
- Chemistry: CH 11 or 21; 22 and thirty-three semester hours in upper-divison chemistry including CH 116, 117, 121, 122, 131, 132, 133, 134, 198.
- Other requirements: CS 12 or 13;, MA 31, 112, 113; PH 11, 12.

CHEMISTRY/MEDICAL TECHNOLOGY MAJOR

A student may choose to major in Chemistry and Medical Technology in a five-year program. The first four years will be spent on campus completing academic requirements for the Medical Technology and Chemistry majors. The fifth year the student will enroll in the MT 169-180 clinical courses. Upon completion the student will receive the Bachelor of Science in Medical Technology and Bachelor of Science degrees. The following requirements must be met:

- BI 120, 121, 127, 128, 152, 153, 154 (or approved elective 2-4), 156
- CH 11 or 21, 22 and thirty-three semester hours in upper-division chemistry including CH 116, 117, 121, 122, 131, 132, 133, 134, 141, 198.
- CS 12 or 13
- EN 15 or 28 or 29
- MA 31, 50 or approved elective, 112, 113
- PH 11, 12
- MT 11, 139, 140, 169-180

PRE-MEDICAL

See Pre-Medical Section.

NATURAL SCIENCE MAJOR

See Natural Science Section.

11. GENERAL CHEMISTRY I. (4)

The basic theory of modern chemistry including studies of atoms, bonding, the periodic table, stoichiometry, gases, oxidation-reduction reactions, solutions, equilibrium, acids, bases, and buffers, I, II, S. **BAC**

13. INTRODUCTION TO ORGANIC AND BIOCHEMISTRY. (4)

Presents the structure and chemical

properties of the different classes of organic compounds including alkanes, alcohols, alkenes, carboxylic acid derivatives, amines, carbohydrates, fats, nucleic acids and proteins, and applies these concepts to the chemistry of the human body. A terminal course for non-science majors. Prerequisite: CH 11 or 21 or consent of the instructor. I, II, S. **BAC**

15. CHEMISTRY AND SOCIETY. (3-4)

An introductory course for non-science majors dealing with the fundamental concepts of chemistry and their application to such areas as consumer chemistry, food and drugs, environmental problems and biochemistry. I. Recommended for the college core requirements. **BAC**

21. PRINCIPLES OF CHEMISTRY. (4)

A more advanced course in general chemistry for those students with a strong background in mathematics and chemistry. Includes such topics as bonding, molecular orbitals, gases, solutions, equilibrium, acids, bases, buffers and nuclear chemistry. Prerequisite: Consent of instructor. I. **BAC**

22. GENERAL CHEMISTRY II. (4)

A continuation of the basic theory of modern chemistry taught in CH 11 and 21 with an emphasis on inorganic chemical reactions, molecular structures, bonding, kinetics, thermodynamics and electrochemistry. Prerequisite: CH 11 or 21. II. **BAC**

91-95. TOPICS IN CHEMISTRY. (1)

Presentation and discussion of chemical topics. Each offering will be titled appropriately. A student may take any number of different topics. No prerequisites. I, II, S.

113. PRINCIPLES OF ORGANIC CHEMISTRY. (5)

A terminal one-semester course dealing with the chemical and physical properties of the major classes of organic compounds including aliphatic and aromatic compounds, carbohydrates and proteins, with an introduction to spectra interpretation and mechanisms of organic reactions. Prerequisite: CH 11 or CH 21. II.

116, 117. ORGANIC CHEMISTRY I, II. (5, 5)

Principles, laws and theories governing the formation and reactions of aliphatic and aromatic compounds. Prerequisite: CH 11 or 21. I, II. **BAC**

121. QUANTITATIVE ANALYSIS. (5)

Principles and techniques of quantitative gravimetric and volumetric analysis. Prerequisites: CH 11 or 21, MA 16. I. **BAC**

122. INSTRUMENTAL METHODS OF ANALYSIS. (4)

Presents the instrumentation used in research laboratories including that used in spectroscopy, electrochemistry, radiochemistry, chromatography and automated methods. Prerequisites: CH 11 or 21, 121; PH 11, 12 or PH 13. II, alternate. **BAC**

131, 132. PHYSICAL CHEMISTRY I, II. (4, 3)

A quantitative description of the macroscopic behavior of substances and the molecular basis for this macroscopic

behavior including the topics of thermodynamics, kinetics, and quantum mechanics. Prerequisites: CH 11 or 21; MA 31; PH 11, 12. I, II, alternate. **BAC**

133, 134. PHYSICAL CHEMISTRY LAB, I, II. (1, 1)
Introduction to experimental techniques used in physical chemistry. Experiments illustrating the material presented in CH 131 and CH 132 will be carried out. Prerequisites: Ph 11, 12; CH 131, 132 or concurrently. I, II, alternate. **BAC**

141. BIOCHEMISTRY I. (3)
Introduction to the chemistry of life processes. The chemistry of amino acids, lipids and nucleic acids is discussed. In addition, the major metabolic pathways are investigated in detail. Prerequisite: CH 117. I, alternate. **BAC**

142. BIOCHEMISTRY LABORATORY. (3)
A laboratory study of the principles learned in CH 141. Prerequisites: CH 11 or 21, 117, 121, 141 or concurrently. I, alternate. **BAC**

143. BIOCHEMISTRY II. (3)
Investigation of important biosynthetic pathways in detail. Chemistry of genetics, replication, transcription, and translation of genetic information. Prerequisites: CH 117, 141. II, alternate. **BAC**

151. ADVANCED INORGANIC CHEMISTRY. (3)
Modern theory of molecular bonding and structure of inorganic molecules. Prerequisite: CH 22. **BAC**

152. ADVANCED ORGANIC CHEMISTRY. (3)
Modern theories of organic chemistry including electrocyclic reactions. Huckel molecular orbital theory, and linear free energy relationships. Prerequisite: CH 117 or consent of instructor. **BAC**

161. ORGANIC QUALITATIVE ANALYSIS. (3)
Identification of organic compounds by physical and chemical methods and an introduction to the interpretation of IR, NMR, UV and Mass spectra. Prerequisites: CH 11 or 21, CH 117 or consent of instructor. **BAC**

171. CHEMICAL LITERATURE. (1-2)
An introduction to the use of the technical library and research facilities; practice in reference work and use of periodicals. Prerequisites: CH 11 or 21, CH 13, CH 113 or 116. **BAC**

191. INDEPENDENT CHEMICAL RESEARCH. (1-3)
Research projects in areas of chemistry in which the student has a special interest. For both science and non-science majors. **BAC**

192-197. CHEMISTRY SEMINAR. (1)
A discussion of current topics in chemistry which are of interest to persons majoring in science. Prerequisite: CH 11 or 21. II. **BAC**

198. CHEMISTRY RESEARCH. (1-3)
Selected topics and student research projects designed for the major in chemistry. Prerequisite: Consent of the instructor. I, II. **BAC**

ED 195. TEACHING OF CHEMISTRY IN THE SECONDARY SCHOOL. (2)
See ED 195 in the Education section.

COMMUNICATION (CO)

Degree: Major in Communication with area of emphasis.

The communication major at Avila educates to produce the communication specialist that possesses skills and knowledge required for a career in the communication field. The student selects an area of emphasis in which to concentrate his study of the application of communication theory and skills. The area of emphasis may be any major offered by Avila College, and electronic media.

A composite average of "B" is required for all Communication Core Writing/ Speech courses. A minimum grade point average of "C" is required for all other Communication and Area of Emphasis courses.

Major:
B.A. Core Requirements 48 hours
Must include the following:
AR 121 Photography I (3)
EN 15 Fundamentals of Writing I (3)
EN 28 Fundamentals of Writing II (3)
EN 29 Technical Communication (3)
or
BU 90 Business Communication (3)

EN 111 Advanced Composition (3)
ST 85 Function/Care Human Voice (1)
ST 86 Voice and Diction (1)
(See respective sections of the catalog for above course descriptions.)

Basic Communication Requirements 27 hours
CO 30, 111, 112, 113, 120, 130, 150, 198; CS 12

Area of Emphasis Minimum 18 hours
Electives (Flexible for individual needs) 35 hours
Total 128 hours

Minor: AR 121; CO 30, 111, 112, 130; EN 15, 28.

Listed below are the required courses for selected Areas of Emphasis. For requirements in other areas, contact Communication advisor.

Areas of Emphasis:

Art
AR 11 The Object: Drawing and Painting (3)
AR 13 The Human Figure I: Drawing and Painting (3)
AR 15 Design I (3)
AR 51 Sculpture: Space and Form (3)
AR 80 Survey of Art (3)
AR 122 Photography II (3)

Business/Economics
BU 20 Introduction to Business & Economics (3)
BU 51 Principles of Accounting I (3)
BU 120 Management (3)
BU 181 Marketing (3)
EC 51 Macroeconomics (3)
EC 52 Microeconomics (3)

Education
ED 16 Children's Literature (3)
ED 121 Human Growth and Development (3)

ED 151 Foundations of Reading Instruction (3)
or
ED 157 Reading Problems: Secondary School (3)
ED 163 Psychology of Exceptional Child (3)
ED 191 General Methods and Observation in the Elementary School (4)
or
ED 193 General Methods and Observation in the Secondary School (4)
ED 186 Philosophy of Education (3)

Electronic Media
CO 67 The Documentary Film (3)
CO 131 Producing/Directing for TV (3)
CO 135 Writing for Electronic Media (3)
CO 151 Advanced Radio Broadcasting (3)
CO 199 Directed Studies in Media (3)
ST 114 Diction/Oral Interpretation (1)
ST 115 Diction/Announcing (1)
ST 116 Diction/Performance (1)

English
Writing:
EN 115 Creative Writing I (3)
CO 114 Journalism II (3)
ST 111 Script Analysis
or another journalism course (3)
ST 136 Playwriting
or a literature course (3)
Two literature courses with English credit (6)

Literature:
18 hours in any literature courses with English credit.

History
HI 11 Western Civilization I
HI 12 Western Civilization II
or
HI 17 American History I
HI 18 American History II
Plus 12 hours of upper division history courses chosen with consent of advisor.

Psychology
PY 11 General Psychology (3)
PY 12 Introduction to Psychodrama (3)
PY 55 Theories of Personality (3)
PY 161 Social Psychology (3)
PY 162 Abnormal Psychology (3)
PY 190 Special Topics (3)
(Transactional Analysis or Non-verbal Communication)

Sociology
SO 11 Introduction to Sociology (3)
SO 12 Social Problems in American Society (3)
SO 178 Introduction to Research (3)
Plus 9 hours of upper-division sociology courses chosen with consent of advisor.

Speech/Theatre
ST 35 Introduction to Acting (3)
ST 60 Orientation to Theatre (3)
ST 111 Script Analysis/Directing Principles (3)
ST 132 History & Literature of Theatre I (3)
ST 133 History & Literature of Theatre II (3)
ST 135 Principles of Scenework (3)

30. INTRODUCTION: MASS COMMUNICATION MEDIA. (3)
An overview of the content, organization, and control of the communication media—radio, television, newspapers, and motion pictures; enabling students

to formulate critical and ethical criteria for evaluating modern media environment. I.

40. ARGUMENTATION AND DEBATE. (2)
Principles of argumentation and debate, debating techniques, analysis of question, methods of research and using evidence, refutation and brief-making. Prerequisite: CO 111 or departmental approval. Alternate years. I.

60-67. FILM SERIES.
Weekly showing of pertinent films followed by discussion bring students to a keen awareness of film as an art form that touches on related fields of art history, politics, sociology, and theatre.

60. ASPECTS OF HORROR FILM. (3)
61. ASPECTS OF COMEDY FILM. (3)
62. HISTORY OF MOTION PICTURE, U.S. (3)
63. THE GENRE FILM. (3)
64. FILM SEMINAR—SELECTED DIRECTOR. (3)
65. HISTORY OF FILM, EUROPE. (3)
66. AMERICAN FILM SERIES. (3)
67. TOPICAL SELECTION. (3) I, II.

111. SPEECH COMMUNICATION. (3)
Introduces the student to principles and enables him to acquire basic organizational and delivery skills through classroom participation. Basic public speaking. I, II. **BAC**

112. HUMAN COMMUNICATION. (3)
A study of effective oral communication methods with emphasis on practical classroom application. Communicating one to one, one to small group, public speaking. I, II. **BAC**

113. INTRODUCTION TO JOURNALISM. (3)
Study of new and creative trends in modern journalism and experimentation with these trends. Goals include better communication and observation. I.

114. JOURNALISM II. (3)
Advanced study and experience in modern journalism with possible publication. Prerequisite: CO 113 or departmental approval.

120. THEORIES OF COMMUNICATION. (3)
A study of the historically great rhetoricians, their theories, and their effect on modern human communications. Prerequisite: CO 112 or departmental approval.

130. INTRODUCTION TO TV PRODUCTION. (3)
Fundamentals of television, acquisition and application of knowledge and skill dealing with basic problems, equipment operation and programming. Prerequisite: AR 121 suggested.

131. PRODUCING/DIRECTING FOR TV. (3)
Television practicum, emphasis on programming and production, individual projects. Prerequisite: CO 130 or departmental approval. I, II. May be repeated for credit.

135. WRITING FOR THE ELECTRONIC MEDIA. (3)
Study of writing for a variety of

electronic media. Common characteristics are examined and respective differences identified. Aural and visual imagery are emphasized in written assignments and, when possible, produced in lab situations. Alternate years. II. May be repeated for credit.

150. INTRODUCTION TO RADIO. (3)
Study of radio techniques and theory with practical projects, guest lecturers and tours of professional studios when possible. Prerequisite: CO 30 or consent of instructor. II.

151. ADVANCED RADIO BROADCASTING. (3)
A study of performance, programming problems and operating situations encountered in broadcasting. Prerequisite: CO 150 or consent of instructor. II.

175. PRACTICUM IN RADIO/ TELEVISION. (1-3)
The student will gain participatory experience in media—radio and television production—by hands-on instruction. Open to majors only. May be repeated for up to three credits. I, II.

176. PRACTICUM IN JOURNALISTIC MEDIA. (1-3)
The student will gain participatory experience in the journalistic arts. Publication required. Open to majors only. May be repeated for up to three credits.

197. SPECIAL TOPICS.
A course designed to deal with a topic or area in communication which is not available in the regular course offerings. Topics and instructors to be listed in the class schedules.

198. DIRECTED STUDIES: COMMUNICATION INTERNSHIP. (3-6)
The student will arrange to work in an organization involved in the media of the student's emphasis. Under supervision of a media professional of that organization, the student will complete the approved number of clock hours required for the desired credit. See Division Coordinator for specific policy and requirements. May be repeated for a total of six hours credit. Prerequisite: At least six hours of course work in the media of internship.

199. DIRECTED STUDIES IN COMMUNICATION. (3-6)
Under supervision of Avila faculty, the student will choose a topic, area, or a project for investigation and study. A written agreement between the student and supervision faculty member will determine the amount of credit. May be repeated up to six credit hours. Prerequisite: Senior standing or departmental approval.

COMPUTER SCIENCE (CS)

COMPUTER SCIENCE/ MATHEMATICS
Major: MA 31, 112, 113, 121, 122, 126, 127, 136; CS 12 or 13, 112, 113, 114, 140, 185, 186, 187; 18 hours in a related area to be chosen with approval of the major advisor; EN 15, 29.

No Minor is offered.

12. INTRODUCTION TO COMPUTER PROGRAMMING IN BASIC. (3)
Computer organization; introduction to structured programming in the BASIC language including analysis of problems, flowcharting and/or pseudocoding, coding, as well as debugging and documenting the resulting programs. Prerequisite: high school algebra, MA 005 or equivalent. Recommended for the college core requirements; also suitable for individuals interested in personal computers. I, II, S.

13. INTRODUCTION TO COMPUTER PROGRAMMING IN PASCAL. (3)
Fundamental concepts of computer science: data representation and computer organization; introduction to programming in the Pascal language including analysis of problems, flowcharting and/or pseudocoding, coding, as well as program testing, debugging, and documentation; study of Pascal structures and their use in developing structured programs. Recommended for the college core requirements; also suitable for individuals interested in Pascal for personal computers. I, II.

14. INTRODUCTION TO MICROCOMPUTERS VIA THE APPLE IIE (1)
Computer jargon, history of computers, and computer applications. Hands-on-experience: handling floppy disks, booting a system, running software packages: introductory sessions with word processing, turtle graphics, electronic spread sheets. Exposure to two high-level languages, BASIC and Pascal, through study and comparison of simple programs. I, II, S.

103. MICROCOMPUTERS IN EDUCATION. (1)
See ED 403.

106. LOGO. (1)
See ED 406.

112. FORTRAN PROGRAMMING. (3)
Intensive study of FORTRAN computer programming including standard features and common extensions. Emphasis on the continued development of good programming style, techniques for debugging and testing, and documentation. Numerical and non-numerical applications drawn from a variety of disciplines. Prerequisite: CS 12 or CS 13 or equivalent or consent of instructor.

113. COBOL PROGRAMMING I. (3)
Intensive study of COBOL computer programming including standard features and common extensions. Emphasis on the continued development of good programming style, techniques for debugging and testing, and documentation. Typical business data processing applications such as inventory and payroll applications, file and table handling. Prerequisite: CS 12 or CS 13 or equivalent or consent of instructor. I, II.

114. COBOL PROGRAMMING II. (3)
Study of advanced features and programming techniques of COBOL including: two and three dimensional tables; sorting and merging procedures; methods of building, updating and handling sequential, random access, and indexed files. Continued emphasis on structured design and structured pro-

gramming. Prerequisite: CS 113 or equivalent. II.

120. MICROCOMPUTER GRAPHICS. (3)
This course is designed to provide the student with a working knowledge of microcomputer graphics and programming techniques. Concepts covered include: binary, decimal and hexidecimal numbering systems, memory allocation and usage, resolution, memory moves, HPLOT and shape table animation, use of graphic digitizers and sound producing machine language routines. Prerequisites: BU 60 or CS 12 or CS 13 or permission of instructor.

140. NUMERICAL METHODS. (3)
Examination of floating-point arithmetic and its implications. Selected topics and methods from rootfinding for nonlinear equations, interpolation methods, numerical differentiation and integration, erroranalysis. Prerequisites: MA 31 and one programming course.

185. OPERATIONS RESEARCH. (3)
The discussion of decision making methods of evaluating and enhancing the management of organizations. This scientific approach to problem solving could include models of linear programming and the simplex method, the transportation problem, PERT networks, and selected topics from integer programming, deterministic inventory models, goal programming, introduction to queuing theory (Poison, single-server, and FCFS models), simulation. Prerequisites: MA 20 or 127, Statistics, 3 hours of programming language, or consent of instructor. II.

186. DATA-BASE MANAGEMENT I. (3)
Discussion begins with the role of computer generated data in management, the integration of the behavioral and quantitative aspects of managements. Certain subject matter areas such as performance measurement and control will be explained. Students will use quantitative data to run elementary database programs. Prerequisites: BU 60 and PA 84, CS 12 or consent of instructor. Alternate years. II.

187. SYSTEMS ANALYSIS AND DESIGN. (3)
In-depth discussion of the methodology of designing and implementing computer-based business systems. The systems development life cycle: breaking complex processes into phases and activities with specific products or objectives, including preliminary investigation, analysis, design, implementation, and evaluation. Case studies are used to emphasize points covered. Prerequisites: six hours of computer programming.

188. DATA-BASE MANAGEMENT II. (3)
Continuation of CS/PA 186. Prerequisite: CS/PA 186.

191. INDEPENDENT STUDY. (1-3)
In-depth study of an approved topic not covered in other computer science courses. Prerequisite: consent of instructor.

CYTOTECHNOLOGY (CY)

The Cytotechnology program is primarily designed for Registered Cyto-

technologists, enabling them to pursue a B.S. degree with an individually designed emphasis area. This degree will allow working professionals the opportunity to expand their capabilities into a chosen area of professional and personal benefit.

The program will also meet the educational needs of students who desire to enter a CAHEA accredited program in Cytotechnology and complete degree requirements following certification. During the sophomore or junior year, these students must submit an application to the CAHEA program of their choice.

Minimum requirements to enter an accredited clinical program:
60 hours of college credit including 14 hours in biology.

Required courses for generic students:

AH 14; CO 111 or 112; CH 11 or 15 or 21, 13 or 113 or 116; EN 15, 28 or 29; MA elective (3); 20 semester hours of Biology including BI 198 and at least 16 hours of upper division Biology courses: SO 112 or approved elective; Statistics elective (3); Computer Science elective (3); and at least 15 hours of emphasis electives selected by the student and approved by the Major Advisor, NAHSM Department Chair and Academic Dean.

Required courses for Registered Cytotechnologists:

6 hours upper division BI or CH courses completed at Avila including BI 198; SO 112 or approved elective; Statistics elective (3); Computer Science elective (3); and at least 15 hours of emphasis electives selected by the student and approved by the major advisor, NAHSM Department Chair and Academic Dean.

Upon completion of all other degree requirements, 33 credit hours will be awarded for completion of a CAHEA accredited program and CT (ASCP) Certification.

180. TEACHING PRACTICUM. (3)
The student will have actual experience in a clinical and classroom setting and will have the opportunity to apply concepts learned in campus courses. Assisted by the campus CY advisor and in coordination with a Clinical Allied Health educator, the student will develop a course module or continuing education program, instruct and evaluate results of instruction.

185. MANAGEMENT PRACTICUM (3)
To apply concepts learned in previous campus courses and to provide insight into the various aspects of laboratory administration and management, the student will have clinical experience in a department of pathology under supervision of the laboratory manager in coordination with the campus CY advisor.

DANCE (DA)

No major in Dance is offered, but a Bachelor of Fine Arts (BFA) in the Performing Arts (Dance, Music, Theatre) is offered. See section on PERFORMING ARTS for requirements.

Dance Touring Programs and Guest Artist Companies
Dances We Dance
Bert Houle & Sophie Wibaux

The Paul Taylor Dance Company
The Claude Kipnis Mime Theatre
The Murray Louis Dance Company
The Oregon Mime Theatre
The Atlanta Ballet
Gus Giordano Jazz Dance
The Hartford Ballet
The Kansas City Ballet
The Westport Ballet
Mid-America Dance Company
Ririe-Woodbury Dance Company
Rachel Lampert and Dancers
Susan Warden Dancers

These dance touring companies are sponsored by Student Union Board, Missouri Council for the Arts, The National Endowment for the Arts and Avila College.

Minor in Dance: The student is required to complete eighteen hours in dance which include DA 120.

Bachelor of Fine Arts in Performing Arts (Dance, Music, Theatre; professionally oriented): See section on Performing Arts for requirements.

16. SOCIAL/ETHNIC DANCE RHYTHMS. (1)
This course aims to bring the participant to a greater awareness of the body; to enable the student to correlate the various members of the body into a fruitful aesthetically functioning whole; and to assist in discovering possibilities of communication of ideas through movement. May be repeated for credit. I, II.

25. STAGE MOVEMENT/BODY MECHANICS. (1)
Course designed for person or actor who has desire/need for correct deportment, proper handling of body and stage movement; the basic principles of mime will flow from the class investigation of movement. Arrange offering.

31. STRETCH AND EXERCISE. (1)
Movement for flexibility and extension, fluidity and artistic excellence; for retention and improvement of muscle tone. May be repeated for credit. I, II.

113. BALLET TECHNIQUE AND THEORY I. (1-2)
Essentials of the classical ballet technique; exercises and combinations to develop skill and style. May be repeated for credit. Two semesters recommended before Ballet II. I, II.

114. BALLET TECHNIQUE AND THEORY II. (1-2)
Experience in perfecting technique learned in Ballet I. May be repeated for credit. I, II.

120. HISTORY OF DANCE. (2)
Facilitates the understanding and appreciation of dance as an art form, its origins, social significance, and growth. Every third year. II.

131. BALLET ENSEMBLE. (1-2)
Preparation for and participation in culminating Noon Hour Recital with possibility of public performance. Prerequisite: Ballet training and by audition or consent of the instructor. May be repeated for credit. I, II.

141. MODERN DANCE TECHNIQUE AND THEORY. (1-2)
Theory, principles of dance explained; exploration of fundamentals of movement, analysis and practice of action in space. Search for artistic excellence and

expression of music and spirit in modern movement. May be repeated for credit. I, II.

151. MODERN DANCE COMP/ IMPROV. (1)
Practice and develop skill in solo and group dance forms; develop creative response to oneself, situation and environment. Prerequisite: Consent of instructor. May be repeated for credit. I, II.

161. TAP DANCE. (1)
Fundamentals of tap, practice and perfection of technique to develop skill and style. Search for performance perfection. May be repeated for credit. I, II.

171. MODERN DANCE ENSEMBLE. (1-2)
Preparation for and participation in culminating Noon Hour Recital with possibility of public performance. May be repeated for credit. Prerequisite: By audition and/or consent of the instructor. I, II.

175. ADVANCED BALLET TECHNIQUE AND THEORY. (1-2)
Advanced training in classical ballet technique; exercises to develop artistic skill and style. Prerequisite: Ballet I, II or consent of instructor. May be repeated for credit. I, II.

177. BALLET POINTE. (1)
Class devoted to perfecting the art of dance on pointe. Prerequisite: Consent of instructor. May be repeated for credit. I, II.

181. MODERN JAZZ TECHNIQUE AND THEORY. (1)
Exploration of modern jazz fundamentals, basic movements, exercises, and dance routines permeated with the jazz beat with view of achieving artistic expertise and excellence. May be repeated for credit. I, II.

185. MODERN JAZZ ENSEMBLE. (1-2)
Preparation for and participation in culminating Noon Hour Recital with possibility of public performance. Prerequisite: DA 181 and by audition or consent of instructor. I, II.

201. THERAPEUTIC USES OF DANCE. (1)
See GS/DA 201.

EARTH SCIENCE (ES)

No major or minor is offered.

11. EARTH SCIENCE. (4)
Study of the physical and historical aspects of geology. Laboratory study of minerals, rocks, maps and fossils. Recommended for the college core requirements. **BAC**

12. STUDY OF METEOROLOGY. (1)
Discussion of the principles of meteorology, including makeup up the atmosphere, humidity, wind movement, weather and climate, weather prediction, storms, and associated conditions. Recommended for the college core requirements. **BAC**

ECONOMICS (EC)

Major:
See major in Business Economics.

Minor:
Economics
EC 51 Principles of Macroeconomics
EC 52 Principles of Microeconomics
EC 151 Intermediate Macroeconomic Analysis
EC 152 Intermediate Microeconomics.
Six (6) additional hours of upper-division economics.

31. PERSONAL FINANCE. (3)
Course in which student studies credit instruments, insurance, social security, annuities, pensions, investments, home ownership, taxes and estate planning.

40. STATISTICAL ANALYSIS. (3)
Designed to provide the Business and/or Economics major with the essentials necessary to understand and interpret statistical data. This course places special emphasis on techniques employable and value of data that is not purely random. Coverage also includes random sampling examination of problems with statistical data—such as autocorrelation, heteroskedasticity, etc.—and methodology used in Business/Economics areas with respect to non-random data. Prerequisite: MA 16. **BAC**

51. PRINCIPLES OF MACROECONOMICS. (3)
Examination of the components of aggregate demand: consumption, investment, government expenditures and net exports; monetary and fiscal policy; inflation and unemployment; national income accounts; poverty and income distribution; international trade and economic growth. Sophomore standing and completion of Business Mathematics proficiency requirement. **BAC**

52. PRINCIPLES OF MICROECONOMICS. (3)
Study of utility and consumer demand; costs and producers supply; market equilibrium; different market structures and profit-maximizing price decisions; demand for and supply of factors of production; economic regulation and comparative economic systems. Sophomore standing and completion of Business Mathematics proficiency requirement. **BAC**

141. QUANTITATIVE ANALYSIS. (3)
This course seeks to prepare students with the quantitative analysis needed to apply theoretical principles to actual situations in Business and Economics. To this end this course combines a review of algebraic principles, functional analysis, matrix algebra, limits, derivatives and integrals. Prerequisites: BU 51; EC 40, 51, 52; MA 16 (or equivalent). **BAC**

151. INTERMEDIATE MACRO-ECONOMIC ANALYSIS. (3)
Continuation of investigations into income determination through aggregate demand from principles level. In-depth study of: alternative consumption hypotheses, multipliers, simple and flexible accelerators. Sya's Law and the Pigou-effect, money and monetary policy, fiscal policy, IS-LM analysis, Philipls analysis and inflation, unemployment, growth theory and technological change. Prerequisites: EC 51, 52. **BAC**

152. INTERMEDIATE MICROECONOMICS. (3)
Continuation of principles level examinations into consumer and production theory. Comprehensive detailing of: indifference analysis, elasticity, income and substitution effects, production functions, cost analysis, isocost/isoquant curves, market structures, marginal productivity theory, Clark-Wicksteed Product Exhaustion Theorem, distribution in both competitive and imperfectly competitive markets, general equilibrium, welfare maximization, "constrained bliss" and Pareto efficiency. Prerequisites: EC 51, 52, 141. **BAC**

161. MONEY AND BANKING. (3)
Investigation of the complex money and credit structure, various types of money and credit, banking structure, Federal Reserve System, foreign exchange, price levels, and economic stability. Prerequisites: BU 51; EC 51, 52. **BAC**

162. PUBLIC FINANCE. (3)
Financing of government; the economic effect of various forms of taxes and other means of raising revenue for governmental operations. Prerequisites: BU 51; EC 51, 52. **BAC**

171. ECONOMICS OF CURRENT ISSUES. (3)
This course seeks to bring economic theory to bear on contemporary economic issues, such as poverty, income distribution, role of profits, size of government, world development, union/management relations, agriculture, antitrust policy, economic growth, and energy. Prerequisites: EC 51, 52. **BAC**

182. INTERNATIONAL ECONOMICS. (3)
This course attempts to equip students with a solid theoretical framework through which an understanding of international economic problems and policies can be achieved. The foundations of the framework will be built up from an examination of the Theory of Comparative Advantage, offer curves, tariffs/quotas, foreign exchange markets, balance of trade and payments, capital mobility and interest rates, cartels, customs unions and free trade areas, foreign aid and international monetary arrangements. Prerequisites: EC 51, 52. **BAC**

185. LABOR ECONOMICS. (3)
Study of labor as a factor of production, determination of wages, labor theory of value, marginal productivity theory of value, labor movements and unionism and labor legislation. Prerequsite: EC 52. Evening, I. **BAC**

190. SPECIAL TOPICS. (1-3)
Selected topics to be determined at the discretion of the department. **BAC**

199. ECONOMICS SEMINAR. (1-3)
Study of contemporary economic issues, emphasis on professional journals and research methods. Format at discretion of economics advisor. Economics majors of senior standing only.

GRADUATE COURSES IN ECONOMICS (EC)

340. STATISTICAL ANALYSIS (3)
A course open to MBA students and

designed to supply the essentials necessary to understand and interpret statistical data. This course places special emphasis on techniques employable for and value of data that is not purely random. Proficiency in basic mathematics required. College algebra recommended.

341. QUANTITATIVE ANALYSIS. (3)

This course seeks to prepare MBA students with the quantitative analysis needed to apply theoretical principles to actual situations in Business and Economics. Therefore, the course combines a review of algebraic principles, functional analysis, matrix algebra, limits, derivatives and integrals. Prerequisites: college algebra, BU 350, EC 340, 350 or equivalents.

350. ECONOMIC CONCEPTS. (3)

This course is specifically designed for and offered to MBA students without the necessary preliminary work in economics to enter certain 400-level courses. The areas of coverage include both macro- and microeconomic topics, such as income- determination analysis; multiplier theory; inflation and unemployment problems; basic money and banking; utility theory; and market structures. Essential to enrollment in this course is a fundamental proficiency in basic mathematics.

440. BUSINESS AND ECONOMIC FORECASTING. (3)

A systematic analytical approach to building a forecast for the economy and its relationship to forecasting the market potential for industries and the sales forecast for specific firms and their targeted markets. Prerequisite: EC 350 or equivalent.

451. AGGREGATE INCOME ANALYSIS. (3)

Examination and analysis of macroeconomic topics; particularly aggregate or economy-wide variables and issues, such as: unemployment, inflation, monetary and fiscal policy, consumption and investment. These topics will be addressed with the ultimate aim of providing each student with a theoretical framework with which to understand how the economy operates. Prerequisite: EC 350 or equivalent.

452. MANAGERIAL ECONOMICS. (3)

Seeks to provide students with a theoretical framework with which to understand how particular prices are determined and output decisions are made within the economy. To achieve this objective, a comprehensive investigation is undertaken which studies the economic behavior of the basic agents in the economy; that is, the individual consumer and producer. Prerequisite: EC 341, EC 350 or equivalents.

486. COMPARATIVE ECONOMIC SYSTEMS. (3)

Seeks to explain, defend and criticize the germane topic matters. Students are expected to discuss and analyze structurally the separate topic sections; capitalist-type economies; soviet-type economies; and capitalism and socialism as theoretical models which may or may not exist presently. Prerequisite: EC 350 or equivalent.

496. INDEPENDENT STUDY IN ECONOMICS. (3)

Independent study in depth of an approved topic not parallel with the content of any other specific course offering.

497. ECONOMIC RESEARCH. (3)
Independent research resulting in the completion and defense of a master's thesis. This is an optional course and not required for MBA students.

EDUCATION (ED)

ELEMENTARY EDUCATION
Major: Hours in Education: ED 121, 122, 141, 151, 152, 156, 163, 186, 191, 194, 196, 198, 199.

No minor is offered.

MONTESSORI
Major: Hours in Education: ED 121 or 141; 122, 151, 152, 156, 163, 186, 187, 189, 190, 194, 196, 198, 199.

No minor is offered.

SPECIAL EDUCATION
Major:

A. Hours in Education for all Special Education majors: ED 117, 121, 122, 123, 136, 141, 151, 152, 156, 163, 166, 176, 186, 194, 196, 198, 199, and 441.

B. Hours in Education specific to a particular area of emphasis:
   1) Emotional Disturbance (ED) - ED 164, 172, 196
   2) Learning Disability (LD) - ED 168, 170, 196
   3) Mental Retardation (MR) - ED 169, 171, 196

No minor is offered.

A student may be certified in all three areas of Special Education by taking courses in all areas (MR, ED, and LD).

SECONDARY EDUCATION
No major is offered. Students preparing to teach on the secondary level major in the teaching field and minor in secondary education. This minor includes requirements for state teaching certificate.

Minor: The following courses are required: ED 121 or 141 or PY 123; ED 122, 157, 163, 186, 193, 195, 196.

Formal, approved permission to any Teacher Education Program is earned by successful completion of criteria outlined in the Education Student Handbook.

005. STRATEGIES FOR ACADEMIC SUCCESS. (3)
This elective course provides the basis necessary to help students achieve their academic potential in college-level courses in all fields. Major topics include organizational and analytical skills, reading comprehension, communication skills, vocabulary enrichment, research practices, effective study techniques, goalsetting, assertiveness training, and time and stress management. I, II.

16. CHILDREN'S LITERATURE. (3)
Types of children's books; criteria for selection and evaluation of these books; relation of reading to children's needs, abilities, and interests. I, and II.

103 MICROCOMPUTERS IN EDUCATION. (1-3)
See ED 403. I, S.

106. LOGO (1-3)
See ED 406. I, S.

117. BEHAVIOR MANAGEMENT THEORIES AND TECHNIQUES. (3)
See ED 417. I.

121. HUMAN GROWTH AND DEVELOPMENT. (3)
A detailed study of the main patterns of growth and development of the person over the life span; emphasis on the social, intellectual, emotional and professional development of the person. 30-hour practicum required. I and II. See PY 121.

122. PRACTICUM. (3)
Elementary, MR, ED, LD and secondary depending on major. I and II.

136. SPEECH AND LANGUAGE PROBLEMS OF EXCEPTIONAL CHILDREN. (3)
Exploration of speech and language problems associated with exceptional children; normal speech and language development, indication for referral, and educational techniques. I

141. EDUCATIONAL PSYCHOLOGY. (3)
Application of psychological principles to the field of education; nature of the learning process; motivation devices; evaluation of learning. II.

146. PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL. (2)
Total fitness program directed toward the elementary school child; methods of evaluating fitness; organization of programs of physical education based upon sound principles of human growth and development. I and II.

151. FOUNDATIONS OF READING INSTRUCTION. (3)
Objectives, methods, and techniques of teaching reading in the elementary school; place of reading in curriculum; use of phonics; summary of currently used methods. Observation required. I.

152. ELEMENTARY LANGUAGE ARTS. (3)
Instruction and practice in the teaching of an integrated oral and written language program in the elementary classroom. II.

156. ASSESSMENT AND REMEDIATION OF READING PROBLEMS. (3)
Selection of methods and materials designed to aid children with various problems in learning to read; emphasis upon typical problems; diagnosis and remediation procedures. Taken concurrently with ED 198. Prerequisite: ED 151. II

157. READING PROBLEMS: SECONDARY SCHOOL. (3)
Selection of methods and materials designed to aid students with various reading problems, emphasis upon typical problems in the secondary school; diagnosis and remediation procedures. II.

163. PSYCHOLOGY OF THE EXCEPTIONAL CHILD. (3)
Investigation of atypical children; description of various types of exceptionality; educational and social provisions; problems; general current remediation procedures. Observation required. I and II. See PY 163.

164. ANALYSIS AND CHARACTERISTICS: EMOTIONAL DISTURBANCE. (2)
Same course content as ED 168, except with reference to emotionally disturbed children. Observation required. Prerequisite: ED 163. I

166. PARENT CONFERENCING FOR TEACHERS. (3)
Methods in the conferencing situation; emphasis upon parent attitudes; insight into the development of the child in direct and indirect ways; methods of helping parents to change child behavior. I.

168. ANALYSIS AND CHARACTERISTICS: LEARNING DISABILITY. (2)
Explorations of the characteristics of the learning disabled child with emphasis upon identification, diagnosis and major remediation theories for the classroom and other situations. Observation required. Prerequisite: ED 163. I

169. ANALYSIS AND CHARACTERISTICS: MENTAL RETARDATION (2)
Same course content as ED 168, except with reference to mentally retarded children. Observation required. Prerequisite: ED 163. I.

170. METHODS AND CURRICULUM: LEARNING DISABILITY. (2)
Selection of appropriate teaching methods and materials applicable for teaching learning disabled children in school settings; administration of diagnostic tests. Practicum required. Prerequisite: ED 168. II.

171. METHODS AND CURRICULUM: MENTAL RETARDATION. (2)
Same course content of ED 170, except with reference to mentally retarded children. Practicum required. Prerequisite: ED 169. II.

172. METHODS AND CURRICULUM: EMOTIONAL DISTURBANCE. (2)
Same course content of ED 170, except with reference to emotionally disturbed children. Practicum required. Prerequisite: ED 164. II.

173. HEALTH EDUCATION. (2)
An overview of the philosophy, organization, and activities of community health including the school health program; exploration of the major health issues of contemporary concern in school and community. Prerequisite: ED 121. II.

176. TESTS AND MEASUREMENTS. (3)
Study of basic statistical concepts and common terminology related to measurement; comprehensive review of instruments currently used in schools; and practice in developing, administering, and analyzing tests for classroom use. I.

179. ELEMENTARY SCHOOL ORGANIZATION AND MANAGEMENT. (3)
Study of the organization of subject matter for various grade levels; methods of classroom procedures and management principles; relation to administrative personnel. I, II.

181. SECONDARY SCHOOL ORGANIZATION AND MANAGEMENT. (3)
Study of the organization of subject matter for various secondary levels; classroom procedures and management principles; relation to administrative personnel. I, II.

186. PHILOSOPHY OF EDUCATION. (3)
An independent study course open to juniors and seniors preparing to teach; directed readings in four areas: history of education, philosophy of education, current trends, problem areas in education. I, II.

187. PHILOSOPHY OF MONTESSORI. (3)
Review of the philosophy which is the background of Montessori education; applications in observation periods and use of materials. Begins mid-August.

188. MONTESSORI THEORY. (1-2)
A one-week workshop in the theory of Montessori education for interested persons not planning to complete the training course. S.

189. MONTESSORI METHODS I and II. (10)
Extended study of Montessori theory including the preschool child's care and development; learning through experience and self-directed activity; educational procedures; prepared environment for the formation of the individual. Observation, practice, and preparation of materials. I and II. Begins in mid-August.

190. PSYCHOLOGY OF MONTESSORI. (3)
Study of the psychological development of the pre-school child with a view to understanding the basis of the Montessori methods of teaching; application in observation periods and use of materials. Begins in mid-August.

191. GENERAL METHODS AND OBSERVATION IN THE ELEMENTARY SCHOOL I. (4)
Steps in lesson preparation and planning at different levels of the elementary school; actual observation of the teaching-learning process in preparation for the formal student teaching assignment. Observation required. I.

193. GENERAL METHODS AND OBSERVATION IN THE SECONDARY SCHOOL. (4)
Steps in lesson preparation, planning and presentation; selection and application of appropriate procedures, methods, and techniques; actual observation of the teaching-learning process in preparation for the student teaching assignment. Observation required. I.

194. ELEMENTARY SOCIAL STUDIES AND SCIENCE METHODS. (3)
Course covering methods for planning units of instruction in the areas of sciences and social studies; complementary to 191. II.

195. SPECIAL METHODS OF TEACHING SECONDARY SCHOOL SUBJECTS. (2)
This course is offered by the departmental staff of the student's major field and includes methods and procedures special to that area of secondary teaching. I or II.

196. STUDENT TEACHING: MONTESSORI, ELEMENTARY, SPECIAL, SECONDARY. (8)
Professional laboratory experience in a classroom setting; supervision and guidance shared between the cooperating teacher and the college supervisory staff. By application two months in advance of registration date. Prerequisites: major and minor requirements completed. Attend required pre-student teaching meeting. Fee required. I and II

197. SPECIAL TOPICS. (1-3)
Specific topics relevant to the field of education will be analyzed. Each offering concerns a single contempory issue. I, II, S

198. READING PRACTICUM. (2)
Supervised reading practicum with elementry student(s). Prerequisite: ED 151; taken concurrently with 156. II.

199. SEMINAR IN EDUCATION. (3)
Independent study and research; individual guidance in basic research techniques; writing of extensive research paper. Restricted to full-time seniors. I and II.

MASTER OF SCIENCE IN EDUCATION

Admissions: Inquire in Department of Education and Psychology.

Required courses for Exceptionality emphasis: 401, 402, 417, 436, 441, 468, 470, 492, 494, and 9 hours of electives.

401. QUANTITATIVE METHODS. (3)
See PY 401. I.

402. RESEARCH DESIGN AND REVIEW OF RELATED LITERATURE. (3)
See PY 402. II.

403. MICROCOMPUTERS IN EDUCATION (1-3)
An introduction to educational uses of microcomputers including: CAI, programming in BASIC, word processing, record keeping, selection of software, and organization of computer uses in the school. Fee required. I, S.

406. LOGO (1-3)
Introduction to programming using LOGO for teachers. Methods and techniques for teaching LOGO will be covered as well as ways of using LOGO to improve students' problem solving skills and programming techniques. Fee required. I, S.

415. THEORIES AND TECHNIQUES OF COMMUNICATION. (3)
See PY 415. I.

417. BEHAVIOR MANAGEMENT THEORIES AND TECHNIQUES. (3)
The course will study theories, techniques and current research concerning behavior management in classrooms and related clinical settings. Each student will design and implement a project utilizing behavioral techniques. I.

436. LANGUAGE AND SPEECH DEVELOPMENT OF EXCEPTIONAL CHILDREN. (3)
This course will cover current assessment formats suitable for students at the graduate level, and will present teaching protocols for children with language-learning disabilities and associative speech pathologies. II.

441. EDUCATIONAL ASSESSMENT. (3)
An analysis and study of selected topics pertinent to the assessment of academic functioning. Emphasis will be on diagnostic assessment, both formal and informal, to aid in the diagnosis and treatment of learning problems occurring in special education settings, with the mainstreamed child, or with children needing individualized programming in regular classrooms. Students will administer and interpret several of the currently used assessment instruments. Fee required. II.

456. DIAGNOSIS AND REMEDIATION OF READING PROBLEMS. (3)
A course designed to give students first-hand experience at in-depth diagnostic testing and intensive remediation in reading. Students will be expected to administer, score and interpret individualized reading tests. In addition, students will be responsible for planning and carrying out remediation activities for the children evaluated. S.

468. ANALYSIS AND CHARACTERISTICS: LEARNING DISABILITY. (3)
Explorations of the characteristics of the learning disabled child with emphasis upon identification, diagnosis and major remediation theories for the classroom and other situations. I.

470. METHODS AND CURRICULUM: LEARNING DISABILITY (3)
Selection of appropriate teaching methods and materials applicable for teaching learning disabled children in school settings; administration of diagnostic tests. II.

475. INDIVIDUAL INTELLIGENCE ASSESSMENT. (3)
See PY 475. I.

484. SCHOOL IMPROVEMENT: TEACHING EFFECTIVENESS. (2-5)
Advanced study and implementation of learning theory, including motivation, reinforcement, lesson design, transfer, practice, and higher level thinking skills. I, II.

487. PROBLEM SOLVING. (1-6)
Methods and techniques of enhancing students' problem solving abilities will be experienced first-hand through the content of mathematics. Alternative classroom organizational methods will be presented. S.

490. INDEPENDENT STUDY COURSE. (1-3)
This course will give the student an opportunity to pursue a course of study independently through reading, study and research. One, two or three hours of credit may be earned; a student may apply no more than three credit hours under this course number toward his degree. I, II, S.

A. Field Work

B. Research and Clinical Application
C. Directed Readings

492. BEGINNING PRACTICUM: EDUCATION. (2)
See PY 491. Fee required.

494. ADVANCED PRACTICUM: EDUCATION. (4)
See PY 493. Fee required.
A. Supervised Teaching
B. Field Research
C. Materials and Media

495. SPECIAL TOPICS IN EDUCATION. (1-3)
Topics of research and study will be chosen under adviser's approval. I, II, S.

499. SEMINAR IN EDUCATION (3)
This course is designed to provide maximum interchange between instructor and student. The course content will deal with current issues in education, such as exceptionality, curriculum, and administration.

ENGLISH (EN)

Major: EN 15 and 28 or their equivalent. Twenty-one hours of upper-division English in a wide area of courses.

Minor: EN 15 and 28 or their equivalent and an additional twelve hours of upper-division English in a broad area of courses to be chosen with the approval of the minor advisor.

A major or minor in English is an excellent preparation for law school.

Requirements: Majors must pass a three-hour written essay examination on specified works of literature.

10. ENGLISH AS A SECOND LANGUAGE. AURAL/ORAL. (1)
Practice in both speaking and listening skills as well as reading comprehension for speakers whose native language is not English.

11. ENGLISH AS A SECOND LANGUAGE. GRAMMAR. (2)
Drills in grammar and practice of writing skills for speakers whose native language is not English.

15. FUNDAMENTALS OF WRITING I. (3)
Through extensive practice in writing, this course aims to meet the personal and professional needs of the student. Instruction in basic skills such as sentence structure, diction, spelling, paragraphing, usage, and punctuation will be provided, along with much practice in expository theme writing. Readings will be selected according to class needs. Extensive practice in the skills and techniques of writing the library research paper. I and II.

28. FUNDAMENTALS OF WRITING II. (3)
Continued opportunities for self-expression through written communication, with emphasis on a more mature writing style. Course aims to develop clear and intelligent expression as well as mastery of basic writing skills. Readings will be selected according to class needs. Prerequisite: EN 15, I, II.

29. TECHNICAL COMMUNICATION. (3)
This course is especially appropriate for students in the science, business, allied health and pre-medical programs. Topics covered include preparing technical reports, composing letters and memoranda and writing and editing for professional journals. One important emphasis will be on the well-written scientific or technical paper, with appropriate organization, language and documentation. Prerequisite: EN 15. II.

111. ADVANCED COMPOSITION. (3)
Advanced practice in techniques of writing. Required course for English majors minoring in Secondary Education. Prerequisites: EN 15 and 28.

112. SURVEY OF ENGLISH LITERATURE. (3)
A study of English literature from its beginnings to the present; emphasis on analysis and interpretation of prescribed works. **BAC.**

115. CREATIVE WRITING. (3)
Practice in the techniques of writing poetry, short stories, and the dramatic scene. Topics covered include language, figures of speech, point of view, characterization, and dialogue. In-class analysis of all student work is emphasized.

116. ADVANCED CREATIVE WRITING II. (3)
Advanced techniques in creative writing. Analysis of all student work.

117. THE SHORT STORY. (3)
Study of selected masters of the short story from Poe and Hawthorne to mid-twentieth century authors. Readings and classroom discussions are designed to enhance the student's appreciation, understanding, and critical judgment of short fiction. **BAC**

118. MYTHOLOGY. (3)
Wide reading and discussion of mythologies of the world as a background for the understanding and appreciation of cultures and literature. Emphasis on Greek mythology. **BAC**

119. WORLD MASTERPIECES I. (3)
Analysis of selected masterpieces from the Greeks to the present, including the Oedipus plays, **Cyrano de Bergerac, Hedda Gabler,** the **Canterbury Tales,** Russian short stories, and **As I Lay Dying. BAC**

120. WORLD MASTERPIECES II. (3)
Analysis of world masterpieces including **Macbeth, The Scarlet Letter, My Antonia, School for Scandal, The Inferno, The Odyssey,** and Chekhov's plays. **BAC**

121. GREAT EPICS OF THE WORLD. (3)
Reading and discussing of the great epics of all times. **The Iliad, The Odyssey, The Aeneid, El Cid, Bhagavad-Gita, Beowulf, The Song of Roland, Nibelungenlied, The Inferno,** and **Paradise Lost.** Better understanding of world cultures and peoples through appreciation of both the hero in epical literature and the rich tradition of each country. Guest lecturers. **BAC**

123. PSYCHOLOGICAL ASPECTS OF THE NOVEL. (3)
Reading and discussion of ten signifi-

cant novels: **The Great Gatsby, The Sun Also Rises, The Sound and the Fury, Portrait of the Artist, Portrait of a Lady, Ethan Frome, The Power and the Glory, Wuthering Heights, All the King's Men,** and **Catcher in the Rye.** Reading for pleasure and understanding. Stress on psychological motivations as a tool for discovery of self and understanding of others. **BAC**

126. HISTORY OF THE ENGLISH LANGUAGE. (3)
Historical development of the English language from its beginnings to the present times. This background, with its emphasis on basic grammatical principles, will deepen understandings of contemporary grammar.

129. WOMEN AND MEN IN LITERATURE. (3)
Discussion of novels, short stories, poetry, and drama that deal with men's and women's changing roles in life, their psychological motivations, and their struggles to understand self and realize individuality. This course will be taught in three mini-sections that may be selected independently. See WS/EN 129. **BAC**

130. HUMAN RELATIONS IN LITERATURE. (3)
This course introduces the student to a wide range of literature that demonstrates the unique social and psychological qualities which characterize humankind. Works covered (from ancient Greece to twentieth century America) include short stories, plays, poems, and essays that reveal the nature of human relationships. These selections will be read and discussed for the special pleasure, enrichment and insight which they offer. **BAC**

131. AMERICAN LITERATURE. (3)
This course covers the best of American literature from Washington Irving, Hawthorne, Poe, Melville and Emerson to Whitman, Dickinson, Frost, T.S. Eliot, Faulkner, and Hemingway. **BAC**

136. PLAYWRITING. (3)
Basic techniques of writing for the stage. Prerequisite: Consent of instructor. See ST 136.

141. AMERICAN DRAMA. (3)
A Survey of American drama. Alternate years. **BAC**

145. MODERN EUROPEAN DRAMA. (3)
Reading and interpreting plays of modern dramatists; Ibsen, Shaw, Pirandello, Eliot, Sartre, Beckett, Pinter, Ionesco, among others. **BAC**

155. SHAKESPEARE: EARLY PLAYS. (3)
Reading and analysis of Shakespeare's plays. Emphasis on interpretation and dramatic qualities. **BAC**

157. SHAKESPEARE: LATER PLAYS. (3)
Reading and analysis of Shakespeare's plays. Emphasis on interpretation and dramatic qualities. **BAC**

158. THE RESTORATION AND EIGHTEENTH CENTURY. (3)
Critical reading and discussion of writing of Restoration and Eighteenth Century; emphasis on Dryden, Pope, Swift, Addison and Johnson. **BAC**

160. ROMANTIC LITERATURE. (3)
This course will deal with the main trends of Romanticism. Among the

writers to be studied are Blake, Wordsworth, Coleridge, Byron, Shelley, Keats, Charles Lamb, Hazlitt, and De-Quincey. **BAC**

161. VICTORIAN LITERATURE. (3)
This course will trace significant movements within the period. Some of the writers to be studied are Tennyson, Browning, Clough, Matthew Arnold, Rossetti, Hopkins, and Thomas Hardy. **BAC**

162. MODERN BRITISH LITERATURE. (3)
Representative British poets, short story writers, and novelists of the twentieth century; study of modern poetic techniques of fiction. **BAC**

170. CONTEMPORARY LITERATURE. (3)
Study, analysis, and interpretation of a selected number of modern and contemporary writers. Emphasis will be placed on modern techniques. **BAC**

ED 195. TEACHING OF ENGLISH IN THE SECONDARY SCHOOL. (2)
This course is offered by the departmental staff in English and includes methods and procedures special to this area of secondary teaching. I or II.

197. INDEPENDENT STUDY. (1-4)

FRENCH (FR)

Major: FR 11, 12, 15, 16, 17 or the approved equivalent. Thirty semester hours in upper-division French.

In fulfillment of the academic requirements for a degree in French, the French major may choose either a comprehensive examination in French language and literature OR completion of a research project relative to French culture and civilization.

Minor: FR 11, 12, 15, 16, 17 or the approved equivalent. Fifteen semester hours in upper-division French.

11, 12. FUNDAMENTAL FRENCH I and II. (3, 3)
A course in elementary French designed not only for those who have never studied the French language, but also for students who wish a basic grammar review with added practice in speaking. FR 11 or its equivalent is a prerequisite for FR 12. **BAC**

15. FRENCH PRONUNCIATION. (3)
A practical approach to learning French pronunciation with emphasis on increased fluency and improved accent. Prerequisites: FR 11 and 12 or the equivalent. **BAC**

16, 17. FRENCH CONVERSATION I and II. (3, 3)
This intermediate-level course provides the student with many opportunities to improve aural-oral skills to the level of fluent communication in spoken French. **BAC**

118. FRENCH COMPOSITION. (3)
Review of grammar and syntax, vocabulary expansion and exercises in controlled writing techniques enable the student to communicate clearly and logically in appropriate written form. **BAC**

120. SPECIAL PROBLEMS. (3)
A concentrated study of advanced grammar and its practical application in oral and written French. **BAC**

130. FRENCH HISTORY. (3)
This survey of the French nation highlights major events and significant personages, providing an invaluable background for the study of French civilization and literature. **BAC**

131. FRENCH CIVILIZATION. (3)
This course emphasizes the social, cultural, political and intellectual development of the French nation from the Middle Ages through the nineteenth century. **BAC**

132. FRANCE TODAY. (3)
Readings and discussions focus on various aspects of life in France. Contemporary events and trends are studied via material drawn from French periodicals. **BAC**

133. PROFESSIONAL AND COMMERCIAL FRENCH. (3)
This course introduces the advanced student to a special vocabulary including terms relative to banking, investments, insurance, labor-management procedures, etc. It is a required course for French majors specializing in International Business. **BAC**

140. SURVEY OF LITERATURE I. (3)
Selected readings in French literature are studied within the framework of their literary genres. **BAC**

141. SURVEY OF LITERATURE II. (3)
Selected readings in French literature are studied in chronological sequence against the background of French history and civilization. **BAC**

195. METHODS OF TEACHING FRENCH IN THE SECONDARY SCHOOL. (3)
See Ed 195 in the Education section.

196. STUDENT INITIATED COURSE. (2-3)
The advanced student of French may choose a topic of particular interest and complete a concentrated study relative to French literature or civilization. **BAC**

197. SEMINAR: SEVENTEENTH CENTURY LITERATURE. (3)
Analysis of French classical literature with readings from Corneille, Moliere, Racine and other major authors. **BAC**

198. SEMINAR: NINETEENTH CENTURY LITERATURE. (3)
Selected readings from authors representative of the major literary movements of the nineteenth century: romanticism, realism and symbolism. **BAC**

199. SEMINAR: TWENTIETH CENTURY LITERATURE. (3)
Study of the major literary movements in twentieth century France via selected readings from the more important authors. **BAC**

WEEKEND COURSES: COURSES TAUGHT IN ENGLISH

121. HIGHLIGHTS OF FRENCH HISTORY. (1)

An overview of some of the more significant events and/or interesting personages in the history of France.

122. THE FINE ARTS OF FRANCE. (1)
An appreciation of several world famous works of art, architecture and music.

123. FRENCH CUISINE. (1)
A "cordon bleu" tour of France for gourmets, featuring kitchen classes, menu translations, and correct pronunciation.

124. TRAVELVIEWS OF FRANCE. (1)
An opportunity to visit "la belle France" without leaving the U.S.A.

125. CONTEMPORARY FRANCE. (1)
A study of the intellectual, economic, social and political aspects of the French nation today.

GENERAL STUDIES

General Studies is a multidisciplinary program designed for students in the Weekend College. Students majoring in General Studies must take at least 50% of their coursework at Avila on the weekends. Students who are predominately taking weekday or evening courses are not able to major in General Studies.

Degrees: Two degrees in General Studies are offered. They are an Associate of General Studies Degree and a Bachelor of General Studies Degree. Both of these degrees do not emphasize a particular area of study, but focus on a wide variety of courses in the humanities, the social/behavioral sciences, and the natural sciences/mathematics. The specific requirements for these degrees are listed in the previous section of this catalog entitled "Academic Information."

No minor in General Studies is offered.

LA 199. INTEGRATIVE SEMINAR IN LIBERAL ARTS. (3)
An integrative seminar for General Studies majors designed to help the student integrate the perspectives gained in previous courses in the humanities, the social/behavioral sciences, and the natural sciences/mathematics. The seminar is also designed to promote competence in lifelong, self-directed learning. General Studies majors only. Senior status required.

GEOGRAPHY (GG)

No major or minor is offered.

11. WORLD GEOGRAPHY. (3)
An introductory survey of the major geographical regions of the world. Emphasis on the interaction between humans and their environment. No prerequisite. II.

GERONTOLOGICAL STUDIES (GS)

Gerontological Studies is a multidisciplinary program offering to a student a variety of programming and credit options. Programming consists of

courses and workshops. Courses carry academic credit. Both courses and workshops may be taken for C.E.U.'s. Courses taken for credit have work requirements beyond attendance.

There is no major offered in Gerontological Studies. In cooperation with several academic departments, Avila College offers a minor in Aging. The minor can be earned in conjunction with a degree (e.g. Sociology, Social Work, Public Administration, Nursing). In addition, a continuing education certification of participation can be awarded. To receive this certificate, a student must accumulate 270 clock hours in Gerontological Studies. The certificate can be pursued by non-degree seeking students. A student may also major in Sociology with an emphasis in Gerontology.

The thrust of this program is multidirectional. Through the variety of coursework, the student will be presented with information regarding various aspects of aging and the aged as well as the opportunity for skill development in specific areas (e.g. Counseling Older Adults and Families).

This program is aimed at two primary audiences. First, individuals who are currently employed in gerontology settings. Due to increased interest and demand, many individuals have been put into positions working with the elderly with minimal prior training. This program will afford them the opportunity to gain and sharpen skills. Secondly, the minor is aimed at students enrolled at the college who might have an interest in working with the elderly through their particular major profession after graduation.

No Major is offered.

Minor: SO 201 (Sociology of Aging): BI 201 (Biological Processes and Aging); plus 13 hours of other GS courses with one course in each area required.

Certificate: A certificate will be awarded to a student who successfully completes 270 clock hours of C.E.U. credit at Avila College in gerontological studies with at least one course in each of four content areas.

AREA I:
BIOLOGICAL AND MEDICAL ASPECTS OF AGING.

GS 201. Biological Processes and Aging. (2)
GS 201. Social Factors in Diseases of Aged. (1)
GS 201. Health Care Services for the Aged. (1)

AREA II:
SOCIAL/PSYCHOLOGICAL/ PHILOSOPHICAL ASPECTS OF AGING.

GS 201. Sociology of Aging. (3)
GS 201. Psychological Issues in Aging. (3)
GS 201. Death and Dying. (1)
GS 201. Topics in Sociology of Aging.
GS 129. Older Women: Problems and Potentials (1)

AREA III:
PUBLIC POLICY ISSUES.

GS 201. Financing Long Term Care for Elderly. (1)

GS 201. Financial Status of Aged. (1)
GS 201. Federal/State Programs for Aged. (1)
GS 201. Crime and Aging. (1)

AREA IV:
DIRECT SERVICES TO AGED AND SERVICE DELIVERY.

GS 201. Working with the Elderly. (1-10)
GS 201. Therapeutic Activities for Older Adults. (1-3)
GS 191. Nursing Home Administration. (3)
GS 201. The Hospice. (1)
GS 201. Retirement Planning

All credit courses can be taken for C.E.U.
C.E.U. courses cannot be taken for academic credit.

GS/SO/WS 129. OLDER WOMEN; PROBLEMS AND POTENTIALS. (1)

Examines the effects of aging, biological and psychosocial, on women. Special emphasis on social status of aged women, economic security; employment, retirement, income maintenance. No prerequisite.

GS/PA 191. NURSING HOME ADMINISTRATION. (3)

The primary objective of this course is to acquaint the participant with problems unique to the management of extended care facilities. Emphasis will be on practical design and development problems relating to the social, economic and legal dimensions of nursing home administration. No prerequisite.

GS/BI 201. BIOLOGICAL PROCESSES AND AGING. (2)

The purpose of this course is to provide knowledge on the basic biological aspects of aging. Topics will include: developmental processes of aging; effects of aging on cardiovascular system; the brains of older people; age-related structural alterations in balance and hearing; effects on taste and smell; diseases and carcinogenesis among the aging. No prerequisite.

GS/PA 201. FEDERAL/STATE PROGRAMS FOR THE AGED. (1)

An examination of federal and local social and financial programs available to the elderly. Topics include national health insurance, legal services, home health care, strategies for effecting legislative priorities. No prerequisite.

GS/PA 201. THE FINANCIAL STATUS OF THE AGED. (1)

This course is a general overview of the financial status of older Americans. Of particular interest will be a comparison of the lifestyles of those older people with moderate high incomes with those who live below the poverty level. No prerequisite.

GS/PA 201. FINANCING LONG-TERM CARE FOR ELDERLY. (1)

Discussion of the various sources of funding for health care concerns of the elderly. Focus is on the public reimbursement schemes, for example, Medicare and Medicaid. Issues analyzed include: patient mixes in short and long term care facilities, shifting of costs from "public monies" patients to private-for-pay patients; federal and state regulations' impact on financial relationships; and the role that multi-institutional management corporations play in health care financial management. Public, not-for-profit, and for-profit facilities discussed. No prerequisite.

GS/PL 201. DEATH AND DYING. (1)
This course will 1) examine various philosophical concepts of death held in the past and 2) try to determine contemporary values and attitudes regarding death and dying. No prerequisite.

GS/SO 201. CRIME AND AGING. (1)
The relationship between age and vulnerability to crime, age and fear of crime, and age and criminal behavior. No prerequisite.

GS/SO 201. SOCIOLOGY OF AGING. (3)
Study of the sociological and psychological aspects of growing older to gain a better understanding of what aging is all about. Detailed look at social psychological problems associated with older people in American society. No prerequisite.

GS/SO 201. AGING IN OTHER SOCIETIES. (1)
A systematic examination of the variations in aging experienced throughout the world. Some topics which are examined include: the status of the aged, the aged and family life in various cultures, and the aged and work in different societies. No prerequisite.

GS/SO 201. AGING AND RETIREMENT. (1)
This course focuses on a major transition in later life, retirement. Among the topics covered are the history of retirement, the consequences of retirement for the individual, early retirement, mandatory retirement and the role of the retired person in American society. No prerequisite.

AGING AND HEALTH. (1-3)

CS/SO 201. MENTAL HEALTH AND AGING. (1)
Various topics in mental health will be considered. These include effects of retirement, loss of status and social supports, and widowhood. The development of alternative coping strategies conducive to mental health will be considered. No prerequisite.

GS/SO 202. SOCIAL FACTORS IN DISEASES OF THE AGED. (1)
An examination of the relationship between social behavior and various diseases common among older people. Of particular interest will be topics such as stress, arthritis, diabetes, heart disease and cancer. No prerequisite.

GS/SO 206. ISSUES IN HEALTH CARE OF THE AGED. (1)
This course will review the sociological/demographic literature concerning the experiences of the older person in times of illness. Topics include illness behavior, patient-practitioner relations and various health care problems of the elderly. No prerequisites.

AGING AND THE FAMILY. (1-3)

GS/SO 201. RELATIONS WITH RELATIVES. (1)
This course will focus on a variety of relationships an older person can experience with relatives. Included in the course will be an examination of the relationship between parents and their older children, the experiences of being a grandparent, and other relationships with relatives. No prerequisite.

GS/SO 201. BEING MARRIED AND UNMARRIED IN LATER LIFE. (1)

An examination of various family and living arrangements experienced by the elderly, including marriage, divorce, widowhood and singlehood. Of special interest will be an examination of the consequences of each type of family life for the individual. No prerequisite.

GS/SO 201. SEXUALITY IN LATER LIFE. (1)

This course examines the role of sexuality in the lives of older people. Topics that will be discussed include the myths about sexuality in the later years, the actual sexual behavior of older people, and sexual problems encountered by the older person. No prerequisite.

THERAPEUTIC ACTIVITIES FOR THE AGED. (1-3)

GS/AR 201. THERAPEUTIC USES OF ART. (1)

This course examines the role of art in activity and treatment programs for the aged. Of particular emphasis will be various techniques to design effective programs for older people. No prerequisite.

GS/DA 201. THERAPEUTIC USES OF DANCE. (1)

This course examines the role of dance in activity and treatment programs for the aged. Of particular emphasis will be various techniques to design effective programs for older people. No prerequisite.

GS/ST 201. THERAPEUTIC USES OF DRAMA. (1)

This course examines the role of drama in the activity and treatment programs for the aged. Of particular emphasis will be various techniques to design effective programs for older people that incorporate drama therapy. No prerequisite.

WORKING WITH THE AGED. (1-10)

GS/SW 201. COMMUNICATION WITH THE AGED. (1)

An examination of the communication needs of the aged and various techniques for improving client-worker communications. No prerequisite.

GS/SW 201. GROUP PROCESSES AND TECHNIQUES. (1)

An examination of group work processes with the aged in various settings and with various types of groups (recreational, social and psychotherapeutic), including leadership skills and techniques. No prerequisite.

GS/SW 201. COUNSELING OLDER ADULTS AND FAMILIES. (1)

A review of the basic intervention principles, skills, and techniques for improving the social functioning of the older adult. Emphasis will be placed upon the importance of including the family system in the provision of such services. Topics will include age-ism, sexual functioning, and the social and emotional effects of the aging process. No prerequisite.

GS/SW 201. WORKING WITH THE DYING CLIENT AND FAMILY. (1)

An examination of professional self-awareness and intervention skills and techniques unique to the provision of services to the dying client. Emphasis is

placed on total communication within the family system. Topics include: death and the life-span, stages of reaction to death, the hospice, and supportive therapy. No prerequisite.

GS/SW 201. THE HOSPICE. (1)
An examination of the Hospice concept including the prerequisite self-awareness skills and techniques necessary for providing services to the dying aged. Emphasis will be placed upon the history and service delivery system of Hospice Care of Mid-America. No prerequisite.

GS/SW 201. YOU AND YOUR AGING PARENT. (1)
An examination of the special interpersonal relationships existing between the adult child and his/her parents with special emphasis upon intergenerational conflicts and their implications for family life. No prerequisite.

GS/SW 201. YOU AND YOUR AGING PARENT. (1)
An examination of the dilemma of nursing home care vs. home living (when possible) for the aging parent. The process of nursing home selection will be included, as well as alternative care options. No prerequisite.

GS/SW 201. ABUSE AND NEGLECT OF THE AGED. (1)
An examination of the nature and extent of aged abuse and neglect, provision of services to and techniques for working with the abused and their families, and the legal safeguards for the aged. No prerequisite.

GS/SW ADVOCACY FOR THE AGED. (1)
An examination of the needs for advocacy for the aged; targets of advocacy; the process of advocacy; and a review of successful advocacy on the local, state, and national levels. No prerequisite.

GS/SW PREPARING THE AGED FOR RETIREMENT. (1)
An examination of the value of planned retirement; the central themes to be included in retirement planning; the techniques/programs for carrying out planning of retirement with the aged. No prerequisite.

HISTORY (HI)

Major: HI 11, 12 or their equivalent and HI 199; 6 hours of upper-division American history; 6 hours of upper-division European or world history; 12 hours of electives of which 6 hours must be in upper-division courses.

A grade of "C" or above is required for all courses in major.

Minor: 18 semester hours of which 6 must be in upper-division American history and 6 in upper-division European or world history.

Students majoring in history are also required to pass either a departmental comprehensive examination or the Graduate Record Examination in history.

A major or minor in history provides an excellent preparation for a variety of career opportunities such as teaching,

law, library science, government service and positions in business requiring a generalist's background.

It is possible to earn up to 30 semester hours of credit through testing and experiental credit. No credit earned in this manner may be used to satisfy the 30 hour residency rule at Avila College.

11. WESTERN CIVILIZATION I. (3)
This course traces the development of European civilization by focusing on four main areas of study—the Greek world, the Roman Empire, medieval society and the transition to modern times. No prerequisite. I. **BAC**

12. WESTERN CIVILIZATION II. (3)
This course traces the main developments in European history from 1600 to the present. It explores the impact of science and industrialism on modern society and highlights important topics such as the French Revolution, Russian Communism and Hitler's Germany. No prerequisite. II. **BAC**

15. CONTEMPORARY WORLD POLITICS. (3)
See PS 15.

17. AMERICAN HISTORY I. (3)
A survey course tracing the development of America from the colonial period to 1865. Special emphasis is given the disruptive social, political and economic factors that precipitated the Civil War. No prerequisite. I. **BAC**

18. AMERICAN HISTORY II. (3)
This course presents a topical approach to the effects of change on Americans from the Civil War to the present. Topics to be emphasized include minorities, domestic reform movements and spiraling international involvement including World War II, Korea and Vietnam. No prerequisite. II. **BAC**

111. TOPICS IN RECENT HISTORY. (1-3)
Detailed study of a period (such as the Cold War), a significant personality (such as Hitler or Lenin), or a theme (such as revolution or imperialism) in recent world history. No prerequisite. I or II. **BAC**

120. AMERICAN STUDIES. (3)
An exploration of the American identity as reflected in and created by the arts, film, music, politics and lifestyle. Literature, art, history and films, as well as literary and social criticism, are examined and debated in the context of a variety of methodologies. No prerequisite. **BAC**

121. REVOLUTIONARY AMERICA. (3)
This course covers American history in the eighteenth century. It explores revolutionary political, economic and constitutional events with emphasis on important ideas, significant leaders and the influence of the European background. No prerequisite. Alternate years. **BAC**

122. NATIONALISM AND SECTIONALISM. (3)
The age of Jackson, Manifest Destiny, the growth of sectionalism, and the developing anti-slavery crusade. No prerequisites. Alternate years. **BAC**

123. THE CIVIL WAR (3)
Civil War, Reconstruction, industrial and urban expansion and their impact

on American life. No prerequisites. Alternate years. **BAC**

125. RECENT AMERICA. (3)
This course covers the period from 1900 to the present. It traces important political, social and economic trends including the American reform tradition, the World Wars, U.S. foreign policy and key contemporary social movements. No prerequisite. I or II. **BAC**

129. TOPICS IN WOMEN'S HISTORY. (1-3)

See WS/HI 129.

131. AMERICAN POLITICAL HISTORY. (3)
A survey of American political development during the last 150 years from the rise of Jacksonian Democracy to the present administration. The course examines the role of the two-party system and the influence of third parties as reform agents. No prerequisites. **BAC**

132. HISTORY OF U.S. FOREIGN POLICY (3)
Study of the growing importance of foreign affairs in American life with emphasis on the recent period and the historical background of foreign involvement. No prerequisites. Alternate years. **BAC**

135. KANSAS CITY OLD AND NEW. (1-3)
The development of Kansas City through the frontier experience, the urbanization process and the establishment of a modern metropolis. The contributions of significant people are discussed and historic events are set against the national picture. The cultural heritage of the area is included and ethnic contributions are reviewed. No prerequisite. I. or II. **BAC**

151. THE RENAISSANCE. (3)
A study of the transition from medieval to modern civilization, with emphasis on commercial and political development, achievements in the arts, secularism and causes of religious disunity and the Protestant Reformation. No prerequisite. Alternate years. **BAC**

152. EUROPE IN REVOLUTION. (3)
Revolutionary developments in European society from 1600 to 1815. Topics include the origins of modern science, the impact of early industrial change, political revolutions in England and France, and the era of Napoleon. No prerequisite. Alternate years. **BAC**

154. EUROPE IN THE NINETEENTH CENTURY. (3)
The accelerating forces of change in Europe after 1815. Topics include the social and political effects of industrial growth, the rise of various ideologies such as liberalism, socialism and nationalism, and the economic and political factors leading to World War I. No prerequisite. Alternate years. **BAC**

155. EUROPE IN THE TWENTIETH CENTURY. (3)
The origins and effects of the first World War, World War II, and the decline of European power. Topics include Fascism and Nazism, the Bolshevik revolution and the Soviet system, the Cold War and the challenge of the Third World. No prerequisite. I or II. **BAC**

156. HITLER AND NAZI GERMANY. (3)
The history of Germany from the end of World War I until 1945. Emphasis on the reasons for Nazism, Hitler's goals and policies as Fuehrer, foreign policy and the holocaust. No prerequisite. Alternate years. **BAC**

158. HISTORY OF EUROPEAN THOUGHT. (3)
Study of the ideas that have helped to shape European history since the Renaissance. Readings from leading European thinkers including Machiavelli, Locke, Voltaire, Rousseau, Marx, Sartre, and others. No prerequisite. **BAC**

159. HISTORY AND THE ARTS. (1-3)
Study of selected periods in European history to examine the impact of political and social change as reflected in thought, literature and the arts. No prerequisite. Alternate years. **BAC**

161. MODERN RUSSIA. (3)
Russia in the nineteenth and twentieth centuries. The growth of revolutionary thought and action, the Revolutions of 1905 and 1917, and the establishment and development of the Soviet regime. No prerequisite. Alternate years. **BAC**

162. MODERN CHINA AND JAPAN. (3)
Survey of traditional China and Japan; forces for modernization in the nineteenth century; political, economic and cultural aspects of the twentieth century. No prerequisite. Alternate years. **BAC**

163. MODERN INDIA. (3)
A survey of modern developments in India with emphasis on the cultural background, political and social developments, and the impact of the West. No prerequisite. **BAC**

190. HISTORY STUDY TOUR. (3)
Study of a specific world region using historical materials, oral history, description, and survey of historical monuments and archeology where appropriate. Guided tours of historical sites in the area are included. No prerequisite. **BAC**

197. INDEPENDENT STUDY IN HISTORY. (2-3)
Directed study of a particular period or topic. Restricted to majors in history. **BAC**

199. SENIOR SEMINAR. (2)
Directed readings, research and writing. Restricted to majors in history. I or II. **BAC**

TEACHING OF HISTORY IN THE SECONDARY SCHOOL. (2)
See Ed 195.

HOME ECONOMICS (HE)

111. NORMAL NUTRITION. (2)
Basic principles of normal nutrition and the application of these principles to nutritional requirements of the infant, preschool child, adolescent, and adult.

MATHEMATICS (MA)

Major: MA 31, 181; twenty-seven

hours in upper-division mathematics including MA 112, 113, 126, 127, 136, and 199 with additional required hours to be chosen with the approval of the major advisor. CS 112, FORTRAN Programming, and eight supplementary hours in physics and/or a minor in a related field are required. As a partial fulfillment of the academic requirements for a degree in mathematics, each student takes a comprehensive and the Graduate Record Examination in mathematics.

Minor: MA 31, 112, 113, 126, and 127.

MATHEMATICS EDUCATION

Mathematics majors interested in teaching on the secondary level may qualify by fulfilling, in addition to the requirements for a mathematics major, the requirements for secondary certification. Some of the certification requirements may be met through Avila's core requirements.

MATHEMATICS/COMPUTER SCIENCE (MA/CS)

Major: MA 31, 112, 113, 121, 122, 126, 127, 136; CS 12 or 13, 112, 113, 114, 140, 185, 186, 187; 18 hours in a related area to be chosen **with the approval of the major advisor;** EN 15, 29. No minor is offered.

05. ALGEBRA CONCEPTS.

Development of the fundamentals of algebra including equations, inequalities, systems of linear equations, factoring of polynomials, exponents, radical expressions and quadratic equations. (No college credit awarded.)

11. FUNDAMENTAL CONCEPTS OF MATHEMATICS. (3)

Elementary set theory, numeration systems, sets of numbers and their structures, introductory algebra, and modern logic with emphasis on valid statements and arguments. I, II. **BAC**

13. THE METRIC SYSTEM. (1)

An introduction to the International Metric System (SI) including the meaning of measure, the basic units of length, capacity, weight (mass) with multiples and submultiples; metric measures of area, volume, and temperature.
(This course alone cannot satisfy the core requirement for mathematics.)

14. EXCURSIONS INTO MATHEMATICS. (3)

Selected topics with emphasis on applications to modern problems: the metric system, consumer mathematics, mathematical systems, and an introduction to geometry, statistics, and computers. II. **BAC**

16, 17. INTEGRATED ALGEBRA AND TRIGONOMETRY. (3, 3)

A treatment of college algebra and trigonometry with the concept of function as a central theme. (The study of trigonometry is not included in the first semester.) Prerequisite: (MA 05 or equivalent. I, II. **BAC**

20. MATRIX ALGEBRA. (1)

A treatment of matrix computations involving the following basic concepts: addition and subtraction of matrices, multiplication of a matrix by a scalar, multiplication of matrices, the null matrix, the identity matrix, finding the inverse of a matrix using row reduction

techniques, solving linear systems and matrix operation involving the transpose.
(This course does not fulfill the mathematics core requirements.)

31. CALCULUS AND ANALYTIC GEOMETRY I. (5)

Inequalities, introduction to analytic geometry for first and second degree equations; functions and their graphs, limits of functions, continuous functions; slope and rate of change, derivatives, differentiation of algebraic functions, applications of the derivative, and theory of indefinite and definite integral. Prerequisites: MA 16 and 17 or college preparatory mathematics including trigonometry. I. **BAC**

35. METROLOGY. (1)

Basic mathematics review; systems of measurement used in weighing and measuring drugs and solutions; calculation of dosages with powdered drugs, drugs measured in units, insulin, stock medications, pure drugs, rate of flow of intravenous fluids, pediatric dosage, conversion of Celsius and Fahrenheit temperatures. Open only to students majoring in nursing. II.

50. ELEMENTARY PROBABILITY AND STATISTICS. (3)

Introduction to basic principles of statistics; probability involving sampling, predictions and correlations; applications. For non-mathematics majors. I, II. **BAC**

111. METHODS IN MATHEMATICS FOR ELEMENTARY TEACHERS. (3)

Basic concepts and number processes with emphasis on mathematical concepts and teaching methods appropriate to the needs of the elementary school child. Prerequisite: MA 11 or equivalent course. II. **BAC**

112. CALCULUS AND ANALYTIC GEOMETRY II. (5)

Applications of integration; inverse functions; logarithmic, exponential, trigonometric, hyperbolic functions and methods of differentiation and integration of these functions; techniques of integration; the conics; polar coordinates; indeterminate forms, improper integrals. Prerequisite: MA 31. II. **BAC**

113. CALCULUS AND ANALYTIC GEOMETRY III. (4)

Infinite series, vectors in the plane; vectors in three-dimensional space; vector functions and vector differentiation; differential calculus of functions of two or more variables; multiple integration. Prerequisite: MA 112. I. **BAC**

121, 122. MATHEMATICAL STATISTICS I, II (3, 3)

A two semester course treating probability and statistical concepts, theory, and applications. Topics covered include organization and analysis of data, random variables, distribution functions, sampling theory, the central limit theorem, theories of estimation and the testing of hypotheses, correlation and prediction, ANOVA, and decision theory. Prerequisites: MA 112 and one programming course. BAC

126. INTRODUCTION TO MODERN ABSTRACT ALGEBRA. (3)

Elementary theory of rings, integral do-

mains, fields; Groups; Homomorphisms and Isomorphisms; Cosets and Lagrange's Theorem. Prerequisite: MA 112 or consent of instructor. Alternate years. I. **BAC**

127. LINEAR ALGEBRA. (3)
Vector spaces, systems of linear equations, matrices, and determinants. Prerequisite: MA 112 or consent of instructor. Alternate years. II. **BAC**

130. GEOMETRY FOR ELEMENTARY TEACHERS. (3)
Development of non-metric geometry of the plane and space; measurement of lengths and angles; simple closed curves and congruent and similar figures. These topics are treated with particular attention to the needs of elementary teachers. Prerequisite: MA 11 or equivalent course. I. **BAC**

131. MODERN GEOMETRY. (3-4)
Sensed magnitudes, theorems of Menelaus and Ceva, cross ratio, harmonic division, modern elementary geometry of the circle, transformations, isometries, similarities, inversion and introductory topics in non-Euclidean and projective geometries. Prerequisite: MA 112 or consent of instructor. Alternate years. **BAC**

136. DIFFERENTIAL EQUATIONS. (3)
Solutions of equations of order one and degree one, orthogonal trajectories, hyperbolic functions, linear differential equations, non-homogeneous equations, inverse differential operators, Laplace transforms, inverse transforms, equations of order one and higher degree; applications. Prerequisite: MA 113. Alternate years. II. **BAC**

161. INTRODUCTION TO THEORY OF NUMBERS. (3)
Euclidean algorithm and its consequences, congruencies, continued fractions. Diophantine equations and Gaussian integers. Prerequisite: MA 112 or consent of instructor. Alternate years. II. **BAC**

181. HISTORY OF MATHEMATICS. (2)
Chronological presentation of mathematics from primitive times through the beginnings of calculus with related problem studies. Prerequisite: MA 112 or consent of instructor. Alternate years. II. **BAC**

199. MATHEMATICS SEMINAR. (3)
Selected topics. (Restricted to mathematics majors of senior standing.)

ED 195. TEACHING OF MATHEMATICS IN THE SECONDARY SCHOOL (2)
See ED 195 in the Education section.

MEDICAL TECHNOLOGY (MT)

Avila College and St. Joseph Hospital cooperatively offer a four-year integrated program leading to the Bachelor of Science in Medical Technology. Student's transcripts and records are reviewed by program officials following the Spring Semester of the sophomore year. Those who have successfully completed the academic and non-academic requirements are notified of approval of the major and admission to the third academic year and fourth clinical year of the program.

Pre-Medical Technology Requirements:
AH 14 or BI 20 or BI 120; BI 121, 152; CH 11 or 21, 13 or 113 or 116 & 117, 121, 122; Computer Science elective; EN 15 or 28 or 29; MA 16 or 17 or 31; MA 50 or approved elective; MT 11 or approved elective; PH 13 or 12.

Major Requirements:
BI 153, 154, 156; CH 141; MT/BI 127, 128, 139, 140; MT 169, 170 A, B & C, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180 A & B.

No minor is offered.

Students must provide their own transportation to the clinical facilities when enrolled in senior Medical Technology courses (MT 169-180).

MEDICAL TECHNOLOGY/ CHEMISTRY DOUBLE MAJOR (Five-year program)
See Chemistry Section.

MEDICAL TECHNOLOGY/ BIOLOGY DOUBLE MAJOR (five-year program)
See Biology Section.

Students completing all BI and CH pre-medical technology and major requirements are automatically eligible for a Microbiology and Chemistry minor.

Students may elect to meet pre-medical technology and major requirements using a four-year curriculum with either a biology or chemistry emphasis.

11. PROFESSIONAL ASPECTS OF MEDICAL TECHNOLOGY. (1)
An introduction to the profession of Medical Technology with an emphasis on the role, responsibilities and interrelationships of the Medical Technologist in the health care system. Ethical, legal, professional and governmental issues as related to Medical Technology will be explored.

125. INTRODUCTION TO PATHOLOGY. (3)
An introduction to basic pathologic processes and systems of pathology considering etiology, structural and functional changes, manifestations, therapy and prognosis of disease. 3 hours lecture per week. Prerequisites: AH 14 or BI 20.

127. HEMATOLOGY. (3)
A study of the formation, morphology, function and abnormalities of the formed elements of the blood including consideration of the coagulation mechanism. 3 hours lecture per week. Prerequisites: BI 20 or 121, CH 13, or 116, concurrent with CH 14, MT 128 and BI 156. I.

128. HEMATOLOGY LABORATORY. (1)
The performance and theory of routine, manual hematology procedures. 4 hours laboratory per week. Prerequisites: Concurrent with MT/BI 127 or consent of instructor. I.

139, 140. CLINICAL LABORATORY SCIENCE I, II. (2, 4)
The integration and application of biochemical, physiologic, and pathologic principles to the study of the chemical and molecular aspects of health science problems. Prerequisites: BI 121; CH 141 and BI 127 or concurrently; or consent of instructor.

153. PATHOGENIC MICROBIOLOGY. (4)
See BI 153.

154. PARASITOLOGY. (4)
See BI 154.

160. INDEPENDENT STUDY. (1-2)
An independent or directed study into an approved area of interest in clinical laboratory science. Credit will be granted upon satisfactory completion of requirements as determined by a student/instructor contract. Minimum requirement is a research paper or proficiency examination in the topic studied. This course may be repeated for a total of 6 hours credit.

169. PHLEBOTOMY AND PATHOLOGIC ANATOMY. (1)
Principles, theories and techniques used in the area of blood collection. Students have the option to observe pathologic anatomy dissection. Five hours lecture and 45 hours clinical experience arranged throughout the semester. Prerequisite: Consent of Medical Technology Program Director.

170A. ADVANCED HEMATOLOGY. (1)
Students in this course will review basic hematology principles, perform manual hematology procedures and calculations, examine peripheral blood smears, and correlate hematology laboratory results to cell morphology. Forty hours/week for two weeks. Prerequisite: Consent of instructor.

170B. CLINICAL LABORATORY STATISTICS AND QC. (1)
This course presents statistical tests as applied to the clinical laboratory and quality control. In addition, students will perform and interpret the basic QC and preventive maintenance requirements for the campus student laboratory. Forty hours per week for two weeks. Prerequisite: Consent of instructor.

170C. METHOD DEVELOPMENT AND EVALUATION. (3)
Students will perform manual methods and modify the method to form a working procedure. Problem solving steps will be emphasized. Students will evaluate the accuracy and precision of the procedures performed. Forty hours per week for four weeks. Prerequisite: Consent of instructor.

171. CLINICAL CHEMISTRY. (5)
Principles, theories, and techniques used in the study of human biochemistry and performance of analyses of body fluids. Forty hours per week for eight weeks. Prerequisite: Consent of Medical Technology Program Director.

172. CLINICAL MICROBIOLOGY. (5)
Protocols for the isolation, cultivation, and identification of pathogenic microorganisms. Techniques of distinguishing the indigenous microflora from those responsible for a pathological condition, drug susceptibility testing, specimen collection, safety precautions, surveillance, and quality control. Forty hours per week for eight weeks. Prerequisite: Consent of Medical Technology Program Director.

173. CLINICAL HEMATOLOGY. (3)
Principles, theories and analytical techniques of the hemopoietic system.

Forty hours per week for four weeks. Prerequisite: Consent of Medical Technology Program Director.

174. DIAGNOSTIC IMMUNOLOGY. (3)
Principles and techniques of immunological analysis used in the diagnosis of disease. Fluorescent microscopy and immunoassay procedures are implemented. Forty hours per week for four weeks. Prerequisite: Consent of Medical Technology Program Director.

175. IMMUNOHEMATOLOGY I. (3)
Principles, theories, and techniques of blood transfusions. Forty hours per week for four weeks. Prerequisite: Consent of Medical Technology Program Director.

176. HEMOSTASIS. (1)
Principles, theories, and analytical techniques used in hemostasis and the coagulation phase of the hemopoietic system. Forty hours per week for two weeks. Prerequisite: Consent of Medical Technology Program Director.

177. URINALYSIS. (1)
Principles, theories and techniques used in the analysis of the function of the kidney and its products. Forty hours per week for two weeks. Prerequisite: Consent of Medical Technology Program Director.

178. IMMUNOHEMATOLOGY II. (1)
Principles, theories and techniques of blood transfusions at Community Blood Center. Forty hours per week for two weeks. Prerequisite: Consent of Medical Technology Program Director.

179. MEDICAL TECHNOLOGY SEMINAR I. (1)
Final Senior Comprehensive Written Examination and a review comprehensive practicum over quality control and principles, theories, and techniques of the Chemistry and Microbiology Laboratories. Forty hours per week for two weeks. Prerequisite: Consent of Medical Technology Program Director.

180A, B MEDICAL TECHNOLOGY SEMINAR II. (2, 2)
This course presents and correlates clinical theories, principles and analyses of case studies in a didactic setting including lecture/discussion sessions, city-wide seminars, and Pathology Conferences. Section A concentrates on the following areas: Analytical Procedures, Quality Control, Clinical Chemistry and Urinalysis or Immunology. Section B concentrates on the following areas: Immunology or Urinalysis, Hematology, Microbiology, Safety, Management, Education and special Chemistry topics. Prerequisite: Consent of Medical Technology Program Director.

183. SPECIALITY PRACTICUM IN CLINICAL LABORATORY SCIENCE. (1-3)
An individualized course to allow laboratory professionals, who are non-MT majors, to gain additional information and skills in selected areas of practice in clinical laboratory science. The student will arrange to work in a laboratory setting involved in the area of emphasis. Under supervision of an approved laboratory professional, the student will complete the approved number of clock hours and predetermined tasks required for the desired credit. This course may be repeated in

different areas for a total of 9 hours credit. Prerequisite: Consent of Medical Technology Program Director and a Laboratory Supervisor.

185. ADVANCED PRACTICUM IN CLINICAL LABORATORY SCIENCE. (1-3)
Experience in a laboratory setting to gain information and skills at the advanced level of Medial Technology. The student will arrange to work in a laboratory focusing on one of the following areas: Quality Control, Research and Development, Supervision and Management, or Education. Under supervision of an approved laboratory professional, the student will complete the approved number of clock hours and predetermined tasks required for the desired credit. This course may be repeated in different areas for a total of 6 hours credit. Prerequisite: Consent of Medical Technology Program Director and a Laboratory Supervisor.

191. SPECIAL TOPICS IN CLINICAL LABORATORY SCIENCE. (1-3)
A course designed to deal with a topic or area in clinical laboratory science which is not available in the regular course offerings. Topics and instructor to be listed in the semester bulletin. Prerequisite: Consent of instructor.

MUSIC (MU)

VISITING ARTISTS

Richard Angeletti - Pianist
Robert Downs - Baritone
Mary Ann Hart - Soprano
Barbara Hocher - Soprano
Reginald Leach - Viola
Lurray Myers - Pianist
C. Alexander Peloquin - Composer
Sylvia Reynolds - Pianist
James Rivers - Pianist
Trio LaJacque-Dette

Degrees offered:
Bachelor of Arts (B.A.)
Major: Music

Bachelor of Music (B.M.)
Majors:
Music Education
Applied Music (Piano, Voice, or Organ)
Bachelor of Fine Arts in Performing Arts (B.F.A.)
(Dance, Music, Theatre)
See section on Performing Arts for requirements.

• BACHELOR OF ARTS DEGREE (B.A.)

Major: MU 12 (each semester), 16, 17, 18, 116, 121, 122, 8 hours in applied music, 8 hours in upper-division music electives.

Minor: MU 12 (each semester), 16, 17, 18, 8 hours in applied music, 5 hours in upper-division music electives.

• BACHELOR OF MUSIC DEGREE (B.M.)

Majors:
Music Education
Applied Music: Voice
Piano
Organ

MUSIC EDUCATION

Major: MU 12 (each semester), 16, 17, 18, 111, 112, 113, 116, 121, 122,

186, 195, 196; piano, 6 hours; voice 12 hours.

VOICE
Major: MU 12 (each semester), 16, 17, 18, 90, 92, 94, 121, 122, 123, 124, or 125, 186, 188, 196, 197, 198; piano, 4 hours; voice, 16 hours.

PIANO
Major: MU 12 (each semester), 16, 17, 18, 65, 66, 67, 68, 86, 87, 121, 122, 123, 124 or 125, 146, 147, 148, 196, 197, 198; piano, 16 hours.

ORGAN
Major: MU 12 (each semester), 16, 17, 18, 65, 66, 67, 68, 86, 87, 121, 122, 123, 124 or 125, 146, 147, 178, 196, 197, 198; organ, 16 hours.

12. COLLEGE CHOIR. (1)
Preparation for and participation in public performances of sacred and secular choral music. May be repeated for additional credit.

14. BEGINNING GUITAR. (1)
Class in guitar technique for beginning students. Rhythm playing, single string technique, and introduction to easy classical literature.

15. INTERMEDIATE GUITAR. (1)
Continuation of Beginning Guitar. More advanced technique and study of more advanced classical literature.

16-18. MUSIC THEORY. (3-9)
Correlation of written and keyboard harmony, sight singing, and ear training. Prerequisite: MU 19 or consent of instructor.

19. MUSIC FUNDAMENTALS. (1)
Study of the basic elements of music dealing with note-reading, rhythm, and theory. Recommended as preparation for MU 111 or any other music course for students with no music background.

25. NEW YORK FINE ARTS TOUR. (1)
A one-week tour to attend performances of the Metropolitan Opera, Ballet, and Philharmonic Orchestra at Lincoln Center, Broadway plays and musicals, tours of famous Art Galleries, sightseeing and shopping in New York City.

INSTRUMENTAL MUSIC.
26-29. STRINGS. (1-2) (each semester)
30-33. WOODWINDS. (1-2) (each semester)
34-37. BRASS. (1-2) (each semester)
39-41. PERCUSSION. (1-2) (each semester)

50. GUITAR FOR CHURCH MUSICIANS. (1)

51-54. CLASSICAL GUITAR. (1-2) (each semester)
Elements of classical guitar and study of literature for the classical guitar according to level of the student.

61-64. PIANO. (1-2) (each semester)
Bach, two and three-part inventions or the equivalent; Haydn and/or Mozart Sonatas; romantic and contemporary pieces.

65-68. ACCOMPANYING. (1) (each semester)
Fundamentals of and practical expe-

rience in learning and performing accompaniments for singers and instrumentalists.

71-74. ORGAN. (1-2) (each semester)
Pedal studies: Bach; choral preludes; contemporary liturgical pieces.

81-84. VOICE. (1-2) (each semester)
Technique of singing and its application to individual students. Repertoire from standard and contemporary works in English, Italian, German, and French.

86. VOICE CLASS. (1)
Primarily for those students who desire a knowledge of the technique of singing for voice improvement and/or teaching in the classroom.

87. ADVANCED VOICE CLASS. (1)
Prerequisite: MU 86 or consent of instructor.

90. ITALIAN DICTION (2)
A study of the sounds and intonation of Italian. Particular attention given to problems pertinent to lyric diction. For voice majors only; others with permission of instructor.

92. GERMAN DICTION (2)
A study of the sounds and intonation of German. Particular attention given to problems pertinent to lyric diction. For voice majors only, others with permission of instructor.

94. FRENCH DICTION (2)
A study of the sounds and intonation of French. Particular attention given to problems pertinent to lyric diction. For voice majors only; others with permission of instructor.

111. MUSIC FOR ELEMENTARY SCHOOLS. (2)
Procedures and techniques for teaching music in the elementary classroom.

112. INSTRUMENTAL METHODS. (2)
Basic knowledge of orchestral instruments: i.e., winds, strings, brass, percussion.

113. COUNTERPOINT. (3)
Analysis and writing for two, three, and four voices in the style of eighteenth-century counterpoint. Prerequisites: MU 16, 17.

114. INSTRUMENTAL ENSEMBLE. (1)
An instrumental group designed for the enjoyment of ensemble performance. High school band or orchestra experience recommended.

116. ANALYTICAL TECHNIQUES. (3)
Structural materials used in composition; analysis of various choral, instrumental, and symphonic forms, beginning with the works of the most important sixteenth-century composers and continuing through the contemporary period.

117. CHORAL AND INSTRUMENTAL ARRANGING. (3)
A study of vocal and instrumental ranges and capabilities for the purpose of arranging choral and instrumental music for the available resources of a

particular music program. Prerequisites: Two (2) semesters of theory or consent of instructor.

120. MUSIC APPRECIATION. (2-3)
Survey study of music materials, forms, and styles for the development of broad and intelligent listening and appreciation. The third hour of credit is granted upon completion of a satisfactory term paper; topic chosen by student and approved by instructor. No prerequisite. **BAC**

121, 122. HISTORY AND LITERATURE OF MUSIC. (3, 3)
Detailed survey of the great movements in the development of Western music. Geared for, though not limited to, music majors. Prerequisite: music theory or consent of instructor.

123. HISTORY OF 20th-CENTURY MUSIC. (2-3)
Beginnings, history, and importance of contemporary classical music to the present day. The third hour of credit is granted upon completion of a satisfactory term paper; topic to be chosen by the student and subject to approval by instructor. **BAC**

124. HISTORY OF CLASSIC-ROMANTIC MUSIC. (2)
Detailed survey of major movements and developments in music between approximately 1725 and 1910. Prerequisite: MU 121-122 or consent of instructor.

125. HISTORY OF RENAISSANCE-BAROQUE MUSIC. (2)
Detailed survey of major movements and developments in music between approximately 1400 and 1750. Prerequisite: MU 121-122 or consent of instructor.

126. HISTORY OF AMERICAN JAZZ. (3)
Survey of American jazz from its beginnings up to the present day. No prerequisite. **BAC**

142. HISTORY OF AMERICAN MUSICAL THEATRE. (2-3)
Third hour of credit requires completion of satisfactory term paper. No prerequisite. **BAC**

146-147. METHODS OF TEACHING PIANO. (1 each semester)
Principles and techniques for teaching piano; study of materials used in teaching; experience in practical teaching.

148. PIANO LITERATURE AND INTERPRETATON. (2)
Important works written for the piano from the eighteenth century to the present day.

158. GUITAR LITERATURE AND INTERPRETATION. (2)
Representative works for guitar up to the present day.

159. MUSIC PRODUCTION PRACTICUM
For majors and non-majors who wish to participate as performers and/or technicians in a music production. Requires departmental approval.

161-164. PIANO. (1-2 each semester)
Advanced technical studies; Bach,

Well-Tempered Clavichord or equivalent from the romantic school; concertos and contemporary pieces and/or sonatas.

171-174. ORGAN. (1-2 each semester)
Works for standard literature and contemporary liturgical music. Experience in playing for liturgical services.

177. CHURCH MUSIC WORKSHOP. (1)
A one-credit-hour practicum.
- **A. Church Music Repertoire.**
- **B. History of Liturgy in Music.**
- **C. Music in Contemporary Liturgy.**

178. ORGAN LITERATURE AND INTEPRETATION. (2)
A study of the organ and its literature; a comparative study of different types of organs and how to use them most effectively for accompanying and for the performance of standard organ literature.

181-184. VOICE. (1-2 semester)
Effective performance of songs and arias in English, Italian, German, and French. Emphasis on appropriate stage deportment.

186. VOICE PEDAGOGY. (2)
Principles and techniques for teaching singing, both through class discussion and practical experience.

188. VOICE LITERATURE AND INTERPRETATION (2)
Representative song literature in English, Italian, German, and French, with particular emphasis on performance and style.

195. MUSIC FOR SECONDARY SCHOOLS. (2)
Correlation of conducting techniques with classroom management and curriculum planning in the secondary music classroom.

196. CHORAL CONDUCTING. (2)
Emphasis on choral conducting, patterns, technique, materials, and literature.

197. JUNIOR RECITAL. (2)
Public performance (½ hour minimum) for applied music majors in junior year and recommended for applied music minor in senior year.

198. SENIOR RECITAL. (2)
Public performance (¾ hour minimum) for applied music majors in senior year and optional for performing arts majors in senior year.

199. SPECIAL TOPICS. (1-3)
Selected topics to be determined at the discretion of the department. BAC

NATURAL SCIENCE

Major: BI 12, 13; CH 11 or 21, 13 or 22; MA 16, 17; PH 13, and 30 semester hours of upper-division biology or chemistry courses including 1 hour of seminar (BI 196 or 197 or CH 192-197).

Major with Clinical Laboratory Science Emphasis:
MA 16 or 17 or 31;
Statistics Elective;
Computer Science Elective;
PH 13 or 11 & 12;

16 semester hours in biology with at least 12 upper division hours including BI 152 or 153 and BI 156.
16 semester hours in chemistry with at least 12 upper-division hours including CH 113, 116, or 141.
16 semester hours in medical technology or approved related courses. (No more than 6 hours of practicum courses may be included.)
6 semester hours of BU or PA electives.

Minor: Two of the following three course options:
1. CH 11 or CH 21
2. BI 12
3. PH 11 or PH 13

and 16 credits of additional biology, chemistry, and/or physics courses. 12 credits of which must be upper-division courses taken from at least two of the natural science areas.

NURSING (NU)

Pre-Nursing Requirements: Writing (3), Speech (3), Introduction to Sociology (3), General Psychology (3), General Chemistry (4), Organic Chemistry (4), Anatomy (4), Physiology (4), Pathophysiology (4), Microbiology (4), Elementary Probability and Statistics (3), Metrology (1), Normal Nutrition (2), and Adaptation: A Conceptual App (3), Abnormal Psychology (3), prior to Psychiatric/Mental Health Nursing; Human Growth and Development (3) prior to Child Health Nursing.

Major: NU 154, 155, 156, 164, 165, 174, 175, 184, 185, 186.

No minor is offered.

Students must provide their own transportation to the health agencies when enrolled in nursing courses.

100. ADAPTATION: A CONCEPTUAL APPROACH TO NURSING. (3)

A nonclinical course which looks at nursing from the viewpoint of a culture. The characteristics, norms, values, behaviors and language patterns of nursing are explored. The course is divided into three units. **Unit One** focuses upon the development of the culture of nursing and the role of the professional nurse. **Unit Two** focuses on the conceptual framework of the nursing major. Major concepts discussed are: Holism, Adaptation, Stress, Health/Wellness, Culture, Spirituality and Society. **Unit Three*** focuses on the basic skills of the culture that are used to assess skin care, mobility, energy needs and medical asepsis. Approximately 3 hours per week are scheduled in the college laboratory for practice. I. II; (RN, II).

NU 154 and NU 155 must be completed in sequence by basic students.

NU 163 is the course required for the RN student.

154. INTRODUCTION TO ADAPTATION NURSING. (6)

Focus is on the nursing process within the conceptual framework of adaptation/stress. Opportunity is offered in classroom and clinical settings for practice utilizing all parts of the nursing process with emphasis on data gathering, assessment, adaptive responses and nursing diagnosis. Emphasis is also placed on the holistic approach toward identification of health problems and the

*Not required for R.N.'s.

nurse's role in health promotion and rehabilitation. Physical, biological and psychosocial sciences are the foundation for conceptual development. Concepts in pharmacodynamics, physical assessment, and teaching/learning are introduced and nutrition is integrated. Prerequisite: NU 100. (Theory 4 credit hours/Clinical 2 credit hours). I.*

155. INTRODUCTION TO MAJOR HEALTH PROBLEMS AND ADULT ADAPTIVE RESPONSES. (6)

Emphasis is on the adaptive responses of the adult experiencing major health problems. Nursing interventions related to primary, secondary, and tertiary levels of prevention are emphasized utilizing primary care nursing. The nursing process is used to facilitate nursing assessment, identification of stressors, stress states, stages of adaptation, nursing diagnosis, client centered goals, nursing interventions, and evaluation of goals. Clinical assessment skills and pharmacodynamics continue to be incorporated. Teaching/learning continues to be utilized in delivery of client care. Supervised clinical experiences in acute care settings, extended care facilities, and observational experiences integrate the concepts of emergency care, crises intervention, community health, mental health, pharmacology, nutrition, and human sexuality. Prerequisite: NU 154. (Theory 4 credit hours/Clinical 2 credit hours). I.*

156. RESEARCH PROCESS IN NURSING. (2)

A theoretical introductory research course which focuses on the research process in nursing. Emphasis is on the role of clinical research in nursing, the scientific research process, steps in the research process, types of nursing research, nursing approaches, research designs, methods of data collection, measurement and sampling, analysis of research data, and interpreting and evaluating nursing research. Prerequisite: MA 50. I.

163. FACILITATING ADAPTATION THROUGHOUT THE LIFE CYCLE. (6)

Focus is enhancement of knowledge and skills for facilitating adaptation of the individual in episodic and distributive settings. Theories and concepts pertinent to the nursing process, holistic person, nursing skills, developmental stages, group process, communication skills, human sexuality, chronic illness, research and change are included. Beginning skills of physical and psychological assessment and introductory concepts of community health care area also integrated. Available only to the R.N. student. Prerequisite: NU 100. (Theory, 4 credit hours/Clinical, 2 credit hours). I.

164. MAJOR HEALTH PROBLEMS AND ADULT ADAPTIVE RESPONSES. (6)

Emphasis is on the complex adaptive responses of the adult experiencing major health problems. Nursing interventions related to primary, secondary, and tertiary levels of prevention are emphasized utilizing primary care nursing. The nursing process is used to facilitate delivery of nursing care. The concept of chronic illness and care of the older adult are emphasized through theory presentation and selected supervised clinical experiences. The concepts of emergency care, crises intervention,

community health, mental health, pharmacology, nutrition, and human sexuality are integrated. Prerequisite: NU 155 (Theory, 4 credit hours/Clinical, 2 credits hours). II.*

165. PSYCHIATRIC/MENTAL HEALTH NURSING: ADAPTATION TO LIFE PSYCHOLOGICAL STRESSORS. (6)

Knowledge of human behavior, growth and development, and psychiatric theory serve as a foundation for mental health nursing. Interventions include therapeutic use of self and available environment to effect constructive adaptive changes in client's and family's responses to life stressors. Clinical experience in acute and community health settings provide exposure to health maintenance and promotion, illness care and rehabilitative nursing. Pharmacology, nutrition, community health, sexuality and crisis intervention are integrated. Prerequisites: PY 162, NU 154, NU 155. (Theory, 4 credit hours/Clinical, 2 credit hours). II.*

174. CHILD HEALTH NURSING: ADAPTATION TO LIFE STRESSORS. (6)

Emphasis placed on Erickson's stages of growth and development and Piaget's learning theory from newborn to adolescence. Focus is on the view of a child as an individual and as a member of a family unit, while stressing health promotion and maintenance. The nursing process is utilized to facilitate biological and psychosocial adaptive responses. Concepts presented are separation anxiety, play as therapy, values clarification and communication skills related to stages of development. Supervised clinical experiences are provided in distributive and episodic settings. Pharmocology, nutrition, community health, mental health, and human sexuality are integrated. Prerequisites: PY 121, NU 154, NU 155, NU 164, NU 165. (Theory, 4 credit hours/Clinical, 2 credit hours). I.*

175. MATERNITY NURSING: ADAPTATION DURING THE CHILDBEARING CYCLE. (6)

Emphasis is on adaptation to stressors during the childbearing cycle, and women's health issues. Focus is on family-centered wellness care, health promotion and health maintenance. High risk families are identified and appropriate measures of disease prevention and treatment are explored. The nursing process is utilized to facilitate biological and psychosocial adaptive responses of the client/family. Supervised clinical experiences are provided in distributive settings, perinatal clinics, childbirth and parenting classes; episodic settings, labor and delivery and family care units, women's care facilities. Physical and psychosocial assessment, teaching/learning, human sexuality, community health, mental health, crisis intervention, pharmacology, nutrition and cultural concepts are integrated. Prerequisites: NU 154, NU 155, NU 164, NU 165. (Theory, 4 credit hours/Clinical, 2 credit hours). I.*

184. MANAGEMENT PROCESS IN NURSING. (6)

The focus is on the use of the management process to provide quality health care for a group of clients. Concepts and theories of leadership/management, communications, group dynamics, change, nursing process, teaching/

learning, and health care systems provide the knowledge base for the nurse manager. Previously learned nursing concepts and theories are integrated during his/her adaptation to the role of leader/manager. Active involvement with other health care providers will enhance use of the management process to facilitate adaptation of nursing team members to work setting and improve quality of care given to his/her group of clients. Prerequisites: NU 164, NU 165, NU 174, NU 175. (Theory, 3 credit hours/Clinical, 3 credit hours). II.*

185. COMMUNITY HEALTH NURSING: ADAPTIVE RESPONSES TO ENVIRONMENTAL STRESSORS. (6)

Focus is on holistic person, relationships and interactions within his physical and psychological environment and his social, cultural, and physical environments. Adaptations related to stressors, roles, functions, health need, and resources are identified within the familiar and community systems. Concepts of preventive services, health education, health maintenance, and rehabilitation are synthesized with prior nursing knowledge. Clinical experiences are in a variety of distributive settings. Prerequisites: NU 164, NU 165, NU 174, NU 175. (Theory, 3 credit hours/ Clinical, 3 credit hours). II.*

186. TRENDS IN NURSING. (2)

Historical development of nursing; identification and analysis of major issues facing a profession; means of promoting personal and professional growth; opportunities in contemporary nursing. II.

*Courses offered are all 7 week rotation.

PERFORMING ARTS (PF)

VISITING ARTISTS

Richard Angeletti—Pianist
Robert Downs—Baritone
Dances We Dance
Bert Houle and Sophie Wibaux—Mime
The Paul Taylor Dance Company
Charles Leader—Actor
Claude Kipnis Mime Theatre
Leonard Nimoy—Actor/Poet
The Oregon Mime Theatre
Steve Harris—Mime Artist
The Atlanta Ballet Company
Alpha Omega Players
Gus Giordano Jazz Dance
Dain Chandler—Actor
The Hartford Ballet
Hutchison Repertory Theatre
The Kansas City Ballet
Jerry Paris—TV Producer
The Westport Ballet Company
C. Alexander Peloquin—Composer
Sylvia Reynolds—Pianist
James Rivers—Pianist
Barbara Hocher—Soprano
Paige Edwards—Mime
Mid-America Dance Company
Mary Ann Hart—Soprano
Ririe-Woodbury Dance Company
Anthony Nayler, British/Am. Inst.—Actor
David Boushey—Stage Combat
Trio La-Jacque-Dette
Lurray Myers—Pianist
Reginald Leach—Viola

BFA Candidacy (Performing Arts)

An applicant seeking BFA candidacy in the Performing Arts must complete at Avila College a minimum of 6 per-

formance ST credits, 6 MU credits, and 2 DA credits with an overall average of B in each area before submitting a request for candidacy in writing to the Theatre Board. An Avila residency of three academic years is required. A student's previous studio experience at an accredited college will be evaluated as a part of this residency requirement.

BACHELOR OF FINE ARTS IN PERFORMING ARTS DEGREE (B.F.A.)

Major: Performing Arts (dance, music, theatre). A professionally oriented interdisciplinary program.

No minor is offered.

Performing Arts Requirements:

Dance

DA 16 Social/Ethnic Dance Rhythms
DA 113, 114, or 175 Ballet (4)
DA 120 History of Dance (2)
DA 141 Modern Dance (1)
DA 181 Modern Jazz (1)
DA 185 Modern Jazz Ensemble (2)
Total 12 hours

Music

MU 12 College Choir (8)
MU 16-17 Music Theory (6)
MU 61-62 Piano (2)
MU 81-84 Voice (4)
MU 181-184 Voice (4)
MU 120 Music Appreciation (2)
MU 123 History of 20th-Century Music (2)
MU 142 History of American Musical Theatre (3)
MU 159 Music Production Practicum
Total 35 hours

Theatre

ST 19 Auditioning Techniques (1)
ST 20 Fencing (1)
ST 31 Improvisational Theatre (2)
ST 35 Principles of Acting (3)
ST 50 Makeup (1)
ST 60 Orientation to Theatre (3)
ST 85 Function/Care Human Voice (1)
ST 86 Voice and Diction (1)
ST 111 Script Analysis/ Directing Principles (3)
ST 114 Diction/Oral Interpretation (1)
ST 115 Diction/ Announcing (1)
ST 116 Diction/ Performance (1)
ST 117 Diction/Reader's Theatre (1)
ST 118 Dialects/American (1)
ST 119 Accents/Foreign (1)
ST 132 History and Literature of Theatre I (3)
ST 133 History and Literature of Theatre II (3)
ST 135 Principles of Scene Work (3)
ST Choice of any upper-division acting class (3)
ST Choice of a second upper-division acting class or directing class (3)

EN 155 Shakespeare: Early Plays (3)	
EN 157 Shakespeare: Later Plays (3)	
Total	43 hours
plus remaining B.F.A. core requirements	
Electives	40 hours
Grand Total	130 hours

PHILOSOPHY (PL)

No major is offered

Minor: Eighteen hours of philosophy are to be chosen with the approval of the minor advisor.

11. INTRODUCTION TO PHILOSOPHY. (3)

The course is an invitation to think, to wonder, to question, to speculate, to reason, even to fantasize in the eternal search for wisdom. After discussing what philosophy is, man is studied from these aspects: as knower, as relating to other men, and to the cosmos, and as the asker of ultimate questions. **BAC**

12. BEING AND BECOMING. (3)

Wonder of being. Mystery of change, substantial and accidental. Transcendentals: One, True, Good, and Beautiful. Puzzle of evil. Why? **BAC**

13. LOGIC. (3)

This course is designed to help students think clearly and to detect fallacious arguing. **BAC**

80. PHILOSOPHY OF THE HUMAN PERSON. (3)

In this introductory course, we will examine a wide range of profoundly influential theories of vital interest concerning the nature of human beings and their place in the universe. The central views on which we will focus are to be found in Plato, Christianity, Marx, Freud, Sartre, B. F. Skinner and Konrad Lorenz. Along the way we will discuss relevant issues from psychology, philosophy, politics, sociology, theology, and biology. II. **BAC**

121. FUTURE OF MAN: NEXT ONE HUNDRED YEARS. (3)

Through the study of various philosophers, scientific data and fiction, this course aims first at showing the student what kind of future others think man faces. Secondly, it challenges the student to form his own image of man's future. **BAC**

122. THE EXISTENCE OF GOD. (3)

This course will present the classical and contemporary arguments for establishing God's existence. It will also discuss classical and contemporary concepts of God. See RS 122. **BAC**

156. ETHICS

The world is changing at a disturbing pace. Rapid change brings instability, and instability, anxiety. Thus, in the ethical order man is anxious about his values and the decision he must make based on these values. This course will examine modern man, the decisions he has to make and the values which underlie these decisions. Selected ethical questions will be considered: genetic control, abortion, poverty, drugs, euthanasia, war, etc. **BAC**

158. LOVE, SEX AND MARRIAGE. (3)
The meaning of love; how to integrate sex in to one's personal existence; how to make marriage "work." See RS 158.

181. EXISTENTIALISM. (3)
In this course the philosophical theories of Kierkegaard, Sartre, Marcel, Buber. Camus and Heidegger are studied. The key concepts examined are: 1) being, 2) freedom and authenticity, and 3) transcendence. This course provides a basic understanding of much of contemporary thought. **BAC**

191. BUSINESS ETHICS. (3)
A basic survey of some contemporary business practices with discussion of such practices and relating such to proposed philosophical, theological, and social criteria. See RS 191. Evening, I, II. **BAC**

199. SEMINAR. (3)
Topics vary.

PHYSICAL EDUCATION (PE)

No major or minor is offered. The courses listed are skills courses.

015. TECHNIQUES OF TENNIS. (1) I and II.
Fee: $20.00

016. VOLLEYBALL. (1) I and II.
Fee: $7.50

031. STRETCH AND EXERCISE. (1) and II.
No fee

032. SQUARE/FOLK DANCE. (1) I.
Fee: $20.00

035. BASKETBALL. (1) II.
Fee: $20.00

045. INTERMEDIATE TENNIS. (1) I and II.
Fee: $20.00

046. JAZZERCIZE. (1) I and II.
Fee: $24.00

047. JOGGING. (1) I and II.
Fee: $20.00

051. WEIGHTLIFTING. (1) I.
Fee: $20.00

055. BADMINTON. (1) I.
Fee: $7.50

061. YOGA. (1) I and II.
Fee: $20.00

065. RACQUETBALL. (1) I.
Fee: $20.00

092. FIRST AID AND CPR. (2) I and II.
Fee: $10.00

PHYSICS (PH)

No major or minor is offered.

11. GENERAL PHYSICS I. (4)
Fundamentals of mechanics, linear and angular; thermodynamics; and ideal gases. Problem solving approach. Laboratory. Prerequisites: MA 16, 17 or consent of instructor. I. **BAC**

12. GENERAL PHYSICS II. (4)
Continuation of PH 011. Fundamentals of electricity and magnetism, wave motion, sound, light, and optics. Problem solving approach. Laboratory. Prerequisites: MA 16, 17, PH 011 or equivalent, or consent of instructor. II. **BAC**

13. PRINCIPLES OF PHYSICS. (5)
A one-semester physics course covering the basic concepts of electricity and magnetism, sound, and optics. Recommended for allied health and natural science majors, as well as those requiring a one-semester physics course with laboratory. II. **BAC**

14, 15. CALCULUS BASIS OF PHYSICS. (1, 1)
A course designed to show how calculus is used to describe the principles covered in PH 11, 12. Prerequisites: MA 31; PH 11, 12 or concurrently. I, II.

16. INTRODUCTION TO SCIENCE. (3-4)
Essential elements of physics and chemistry for students not majoring in science. I, II. Recommended for the college core requirements. **BAC**

91-95. TOPICS IN PHYSICS. (3)
Presentation and discussion of physics topics. Each offering will be titled appropriately. A student may take any number of different topics. No prerequisites. I, II, S.

POLITICAL SCIENCE (PS)

The study of Political Science is the study of government and all that entails. This program prepares the student for entrance into many areas of the political system, be that the delivery of services or the actual operation of political campaign. The range of opportunities includes international, national, state and local levels of operation.

Major: 36 PS hours (at least 18 of these must be upper-division PS courses). PS 12, 122, 125, 126, 130, 141 or 142, and 178 are required. A student may opt for just the general PS major or add a concentration in Pre-Law (see Pre-Law: LS section). Hours obtained under PS 199 Internship are to be added onto the requirement of 36 hours of coursework for the major.

Related Requirements: EC 51, CO 111 or 112, EN 15, EN 28, SO 11, MA 16, HI (3 hours), Foreign Language (6 hours).

A grade of "C" or above is required for all courses in major.

Minor: PS 12, 125, and 12 semester hours of upper-division PS courses.

It is possible to earn up to 30 semester hours of credit through testing and experiential credit. No credit earned in this manner may be used to satisfy the 30 hour residency rule at Avila College.

12. AMERICAN NATIONAL GOVERNMENT. (3)
The structure, function, problems and accomplishments of American govern-

ment at the federal level. Branches of government, political leaders, policy making and current issues covered. No prerequisite. I and II. **BAC**

15. CONTEMPORARY WORLD POLITICS. (3)
Study of specific problems in current international relations with attention to why certain problems exist and what alternative solutions exist to these difficulties. A transnational approach to world politics. No prerequisite. Alternate years. **BAC**

20. POLITICS AND ADMINISTRATION. (3)
See PA 20.

21. INTRODUCTION TO PUBLIC ADMINISTRATION. (3)
See PA 21.

30. LAW AND SOCIETY. (3)
See LS 30.

122. PUBLIC POLICY. (3)
The process of public policy making and substantive case studies. How government bodies determine what a public problem is; how they formulate policy, implement it and evaluate it. No prerequisite. I. **BAC**

124. FEDERALISM. (3)
The theory and practice of a federation form of government. Areas of cooperation and areas of conflict explored. How different levels of government relate to one another. No prerequisite. Every three years, II. **BAC**

125. STATE AND COMMUNITY POLITICS. (3)
The relationships of the United States to local government units. How political power is shared, divided, used and abused at both levels. Machine politics, regional politics and future scenarios explored. No prerequisite. Alternate years, II. **BAC**

126. POLITICAL PHILOSOPHY. (3)
A review of major political theorists both past and present. Their ideas and how those ideas have influenced American political systems. Explanation of how political theory is played out in the political arena. No prerequisites. Alternate years, II. **BAC**

129. WOMEN IN POLITICS. (1)
See WS/PS 129.

130. CONSTITUTIONAL LAW. (3)
Origins of the Federal Constitution; leading cases in its development by the Supreme Court and current interpretation; readings and lectures emphasizing the social context of the opinions and their significance in relation to the evolution of American political forces. No prerequisite. Alternate years, I. **BAC**

131. POLITICAL PARTIES AND PRESSURE GROUPS. (3)
What political parties are and what they do; the origin, development, economic and social composition of the political system. No prerequisite. Every three years. I. **BAC**

132. THE AMERICAN PRESIDENCY. (3)
An analysis of the President as a key actor on decision-making at the federal level. Review of powers and roles of the President. Influences on Presidential decision-making. Case studies of how certain Presidents have viewed their of-

fice and what their policies were. No prerequisites. Alternate years. I. **BAC**

141. COMPARATIVE POLITICAL SYSTEMS: THE INDUSTRIALIZED COUNTRIES. (3)
A comparative analysis of the political systems of selected industrialized nations. Primary emphasis will be on political culture, governmental structure and functions, and policy processes. No prerequisite. Every three years, I. **BAC**

142. COMPARATIVE POLITICAL SYSTEMS: THE DEVELOPING COUNTRIES. (3)
Study of third and fourth world nations who lack natural resources and/or high levels of industrialization. Regionalism reviewed as well as current economic, political and social problems faced by selected countries. No prerequisite. Every three years, II. **BAC**

145. AMERICAN FOREIGN POLICY: PROCESS AND SUBSTANCE. (3)
Analysis of the making and carrying out of U.S. foreign policy; results of particular policies studied; major participants of policy making process reviewed; case studies analyzed in historical context. No prerequisite. Every three years, II. **BAC**

178. INTRODUCTION TO RESEARCH. (3)
See SO 178.

190. SPECIAL TOPICS.
Current political issues analyzed: Social Security, Ethics in Government, Elections, Individuals, Taxation, Policy Choices, Reaganomics, Human Rights, Nuclear Power, etc. **BAC**

196. DIRECTED READINGS AND RESEARCH. (1-6)
Specialized assignments worked out between the faculty member and the student. Prerequisite: 6 hours in PS.

199. INTERNSHIPS. (1-6)
Working experiences directly related to the political process. Casework in congressional office, election campaigning, and interest group work are all included. Direct hands on experience with politics at the local, state, national and international levels. Prerequisite: 18 hours in PS I, II.

PRE-LAW: LEGAL STUDIES (LS)

This area of study is intended to acquaint students with the legal system in a general manner as well as several areas of law and legal analysis. A student involved in Pre-Law coursework might be interested in attending law school and/or working in the judicial systems.

Major in Political Science with Pre-Law Concentration:
General PS major and related requirements plus LS 30, 102, 131, 137, 145 and 190 (3 hours required). Additional related requirement: BU 51.

Minor in Political Science with Pre-Law Concentration:
LS 30, 102, 131, 137, 190 (3 hours required), PS 12.

30. LAW AND SOCIETY. (3)
Introduction to the nature of law, the structure and processes of legal systems, and analysis of legal decision-making within civil, criminal and administrative judicial units. Legal history, analysis of concepts of "right" and "justice" and jurisprudence. Legal concepts and terminology. Legal ethics. Functions of major participants in the legal process. No prerequisite. I.

102. INTRODUCTION TO LEGAL RESEARCH AND WRITING. (3)
An introduction to basic legal research and writing, concentrating on the various methods and resources for legal research, methods of analyzing and understanding court opinions. Statutes and other resource material, and the drafting of communications to record and convey results of research. A basic overview of legal research tools and resources will be included, such as case reporting services, statutes, digests, legal encyclopedias, legal dictionaries, and case citators. No prerequisite: Alternate years. II.

130. CONSTITUTIONAL LAW. (3)
See PS 130.

131. ADMINISTRATIVE LAW. (3)
See PA 131.

137. INTRODUCTION TO LITIGATION. (3)
An overview of the civil litigation process including a study of the rules of civil procedure and the rules of evidence. Emphasis will also be placed on the development of skills involved in simple litigation matters including the preparation of pleadings, motions, and discovery requests. Recommended prerequisite: LS 30. Alternate years, I.

145. CRIMINAL LAW. (3)
Distinction between criminal and civil law, the role of different participants in the criminal justice system, classification of crimes by state and federal standards, stages of criminal prosecution, constitutional right and limitations. No prerequisite. Alternate years. II.

190. SPECIAL TOPICS. (1-6)
Under this topic salient issues of the time will be discussed: Affirmative Action and EEO, Current Issues in Corporate Law, Current Issues in Law of Torts, Social Security Rules, Law Office Management, Probate, Libel, Conflicts, Labor Law, etc. No prerequisite. Alternate years. II.

199. INTERNSHIP. (1-9)
Recommended for students with little or no experience working in the legal system. Hands on experience in a law firm or agency dealing with civil or criminal, private or public sector concerns. Prerequisite: 18 hours in PS/LS. I, II.

PRE-MEDICAL PROGRAM

Major: BI 12, 13; CH 11 or 21, 22; PH 11, 12; MA 16, 17 and 31; EN 15, 28; PL 156; thirty semester hours in upper-division biology or chemistry, including BI 144, 147, 152; CH 116, 117, 121 and 141. A student in the pre-medical major must maintain a minimum grade point of 3.0. This major is designed to help prepare a student for admission into a school of medicine or dentistry. The special entrance requirements of

the professional schools to which the student may later apply are considered when electives are chosen.

Before graduating in the pre-medical major, a student must pass comprehensive examinations in biology and chemistry or the science sections of the MCAT or DAT examination.

No minor is offered.

PSYCHOLOGY (PY)

Major: PY 11, 55, 123, 141, 146, 150, 162 and 186 plus 12 elective upper-division hours.

Required Related Courses: One upper-division philosophy course.

Graduation Requirements: As partial fulfillment of the academic requirements for a degree in psychology, each student must complete PY 150.

Psychology Minor: PY 11, 55 plus 12 elective upper-division hours selected with consent of the minor advisor.

Psychodrama Minor: PY 11, 12, 55, 112, 161, 162; ST 35, 60, 111, 190. The minor is open to all students. Psychology and theatre majors will automatically complete as part of their major, 12 hours of this minor.

11. GENERAL PSYCHOLOGY. (3)
A basic introduction to the science of psychology through the theoretical and experimental investigation of man's struggle for adaptation to his changing physical and social environment. I and II. **BAC**

12. INTRODUCTION TO PSYCHODRAMA. (3)
Students will learn the theoretical basis of psychodrama and review research about the effectiveness of this approach for facilitating personal development. Students will participate in psychodramas illustrating principles studied. No prerequisite. I. See ST 12. **BAC**

55. THEORIES OF PERSONALITY. (3)
The development, organization, dynamics, and determinants of personality as proposed by the classical psychologists (Freud, Jung, Rogers, Skinner, etc.). Prerequisite: PY 11 or consent of instructor. I. **BAC**

112. ADVANCED TECHNIQUES IN PSYCHODRAMA. (3)
An advanced study of psychodrama techniques. Prerequisites: PY 11, 12. See ST 12. II. **BAC**

117. CAREER AND LIFE PLANNING. (3)
This course offers an individual the opportunity to learn and utilize effective career decision making and life planning techniques. The class takes a practical approach to the development of personal insights by encouraging decision making, assertiveness and exploring interests, skills and values through a variety of assessments, class discussions and specific exercises. Also included is resumé writing, interviewing tips and job search strategies. This class is strongly recommended for undecided majors.

121. HUMAN GROWTH AND DEVELOPMENT. (3)
See ED 121. I and II. **BAC**

123. CHILD AND ADOLESCENT PSYCHOLOGY. (3)
A study of the biological, cognitive, social and emotional development of children and adolescents. Prerequisite: PY 11, 55. II. **BAC**

129. PSYCHOLOGICAL ASPECTS OF BEING FEMALE. (3)
See WS/PY 129. I.

141. EXPERIMENTAL PSYCHOLOGY. (4)
A study of the biological bases of learning, perception and motivation. Prerequisites: PY 11, 146. **BAC**

146. QUANTITATIVE METHODS IN PSYCHOLOGY. (3)
An overview of research and the research process with an emphasis on summary and analysis of research data via descriptive statistical techniques. These techniques will include frequency distributions and their graphical representations, measures of central tendency, measures of variability, correlation and regression, and selected issues psychological measurement. Critical evaluation of psychological research literature relative to these topics will be made. Prerequisite: MA 11 or 16 or 17, or the equivalent. II. **BAC**

150. SEMINAR IN PSYCHOLOGY. (3)
An arranged course; an investigation of a special research problem or directed reading in an area not covered in regular courses. Prerequisites: 24 hours in psychology and consent of instructor. I and II. **BAC**

161. SOCIAL PSYCHOLOGY. (3)
See SO 161. **BAC**

162. ABNORMAL PSYCHOLOGY. (3)
A general overview of the etiology, characteristics and determinants of functional and organic deviations of normal behavior; general information about the therapeutic approaches; the study of the role of behavioral sciences in community mental health action. Prerequisites: PY 11, 55. I and II. **BAC**

163. PSYCHOLOGY OF THE EXCEPTIONAL CHILD. (3)
See ED 163. I and II.

186. CURRENT TRENDS IN PSYCHOTHERAPY. (3)
A survey of the techniques and major systems of psychotherapy. Prerequisites: PY 11, 55, 162. II. **BAC**

188. COMMUNICATION PROCESSES. (3)
This course is designed to assist students in developing skills as effective facilitators in human relations by examining, through a personalized learning experience, psychological theories of interpersonal communication and personal growth. Prerequisites: PY 11 and 55. I. **BAC**

190. SPECIAL TOPICS IN PSYCHOLOGY. (1-3)
Psychological principles applied to current dilemmas in American society. Specific topics change each semester. Prerequisites: PY 11, 55, or consent of instructor. I and II. **BAC**

A. Nonverbal Communication
Man's humanness is tied to his ability to symbolize; man symbolizes thoughts and feelings with words and gestures. This course will em-

phasize the theoretical and practical aspects of interpreting nonverbal communication.

B. Transactional Analysis
This course will combine didactic teaching with experiential examination of transactional analysis as a psychological tool and as a method of communication.

C. Extrasensory Psychology
The range of extrasensory experiences such as psychokinesis, telesis and astroprojection will be studied. The student will explore the psychodynamics of these experiences and the research evaluating the validity of the experiences.

195. SPECIAL METHODS OF TEACHING SECONDARY SCHOOL PSYCHOLOGY (2)
See ED 195.

199. DIRECTED EXPERIENTIAL LEARNING. (1-3)
Practicum in facilitating interpersonal relations. Student field placement approved by adviser. Prerequisites: 24 hours in Psychology or consent of instructor. II.

MASTER OF SCIENCE IN PSYCHOLOGY: MENTAL HEALTH SERVICES

The purpose of the Master of Science degree in Mental Health Services is to prepare students to work in psychological health care delivery. The degree is clinically oriented and has two practicum experiences. It is, in its requirements, a generalist degree, which the alert student can shape toward specific interests through personal initiative and practicum placement.

ADMISSION REQUIREMENTS

The applicant seeking admission to the program must:

1) Have a bachelor's degree from an accredited institution
2) Have completed all parts of the written application
3) Submit two transcripts of all previous credits, from any and all institutions
4) Have a grade point average of 3.0 on a 4.0 scale for at least the last 60 hours of undergraduate work
5) Have completed undergraduate General Psychology, Abnormal Psychology, and any two of the following:
   - Theories of Personality
   - Child/Adolescent Psychology or Human Growth and Development
   - Learning and Motivation
   - Theories of Psychotherapy
   - Psychology of Personal Adjustment
   - Social Psychology
6) Have taken either the Graduate Record Examination or the Miller Analogies Test and have the scores forwarded to the Department at the time of their application.

REQUIREMENTS FOR PROGRAM COMPLETION

The Master's degree carries a minimum of 36 hours of coursework and will be longer for some applicants with less background in psychology. A maximum of 6 hours of transfer credit is allowed. To maintain full enrollment, the student must carry a 3.0 average in coursework.

The Beginning Practicum must be completed successfully before a student may enroll in Second Practicum; the Second Practicum includes a 200-hour placement with outside evaluation which must be favorable for completion of the degree. The student who is nearing the end of coursework or who has finished courses will make arrangements for the Oral Examination. See advisor for the complete Graduate Handbook.

Required Courses: 401, 402, 415, 421, 431, 475, 478, 488, 491, 493, and 6 hours electives.

401. STATISTICS. (3)

Designed to be an introductory course in statistical analysis. Emphasis will be on practical methods as well as on theory. Specific topics may include central tendency, variability, correlation, regression, hypothesis testing and analysis of variance. I.

402. RESEARCH DESIGN AND REVIEW OF RELATED LITERATURE. (3)

The course will study appropriate research design models in education and psychology. Research designs emphasizing both traditional and behavioral models will be presented. Prerequisite: PY 401. II.

415. THEORIES AND TECHNIQUES OF COMMUNICATION. (3)

Designed to refine communication skills for the pre-practicum level student, this course will include both didactic and experiential components. Emphases will be on listening skills, relationship building and clinical interview technique. Students will be expected to serve as practice clients for practicum level students during the semester. I

417. BEHAVIOR MANAGEMENT THEORIES AND TECHNIQUES.

See ED 417. I.

421. PERSONALITY DEVELOPMENT. (3)

This course will compare and contrast the major themes of childhood and adolescent personality development. Constructs from the psychoanalytic, cognitive, behavioral and humanistic movement will be employed to analyze children's adjustment from birth to early childhood to adolescence. I.

431. FAMILY THERAPY. (3)

The structure of families will be analyzed. The various theories of effective family functioning, such as systems theory and conjoint family therapy, will be presented. Students will apply principles of family relations to actual cases. II.

475. INDIVIDUAL INTELLIGENCE ASSESSMENT. (3)

This course will qualify the student to administer a series of individual intelligence tests such as the Wechsler Adult Intelligence Scale, Wechsler Intelligence Scale for Children (revised), and Wechsler Pre-school and Primary Scale of Intelligence. The student will learn to interpret the tests as indicators of scholastic ability and as screening devices for organic pathology, learning disabilities and emotional disturbance. The student will become cognizant of the limitations of intelligence tests in relation to their reliability, norming and interpretation. Consent of instructor required. Fee required. I.

476. TREATMENT OF CHILDREN AND ADOLESCENTS. (3)
This course will include an overall treatment program for children and adolescents. The major syndromes of maladjustment and learning difficulties will be discriminated: treatment modalities such as behavior modification and psychotherapy with individuals and groups will be evaluated for effectiveness in treatment of specific syndromes. II.

478. PERSONALITY ASSESSMENT. (3)
This course will qualify the student to administer a series of projective instruments such as: Draw-a-Person; Bender-Gestalt; Rorschach; Children's Apperception Test (CAT); Thematic Apperception Test (TAT); Minnesota Multiphasic Personality Inventory (MMPI). The student will learn to interpret the tests as indicators of personality disturbance and as screening devices for organic pathology and learning disabilities. The student will become cognizant of the limitations of projective tests in relation to their reliability, norming and interpretation. Prerequisites: PY 475 and consent of instructor. II.

488. SEMINAR IN ABNORMAL BEHAVIOR. (3)
This course is designed to provide maximum interchange between instructor and student. The course content will deal with current issues in abnormal psychology. Topics to be discussed include current research, techniques and treatment alternatives which are related to the field of psychopathology. Prerequisites: Minimum of 15 hours completed and consent of instructor.

490. INDEPENDENT STUDY COURSE. (1-3)
See ED 490. I, II, S.
A. Field Work
B. Research and Clinical Application
C. Directed Readings

491. BEGINNING PRACTICUM. (2)
This course will provide an initial experience with psychotherapy practice. It will require the familiarization of basic relationships—building techniques and the utilization of these processes in a therapeutic situation. Prerequisites: PY 415, 421, minimum of 18 graduate hours completed and consent of advisor.

493. ADVANCED PRACTICUM. (4)
This practicum will provide the culminating experience in the field and/or location for which the student is preparing. The student will spend 200 hours' time working in a responsible, yet supervised capacity, in a professional placement. Evaluation by the student, by college personnel, and by agency professionals will be used as recommendation for future positions. Prerequisites: PY 491, minimum of 24 graduate hours completed and consent of instructor. I, II, S

496. SPECIAL TOPICS. (1-3)
Special Topics will change every semester and include the study of timely and pertinent areas in the field of psychology. Prerequisites: Minimum of 6 graduate hours completed and consent of instructor. I, II, S.

PUBLIC ADMINISTRATION (PA)

The B.A. program in Public Administration at Avila combines an established tradition of academic excellence with an innovative, student-centered curriculum designed to provide careful and timely preparation for careers in public service both in government agencies and private institutions. The program is set up to accommodate high school and two-year college graduates, as well as those individuals who are already employed and intend to further their education. The primary goal of the program is to train educated professionals. Several concentration areas exist to allow specialization in a particular aspect of Public Administration. The program possesses great flexibility which allows the student and advisor to design a curriculum which is compatible with the student's interests.

Major: At least 36 hours of PA coursework is required including the core of PA 21, 84, 122, 123, 142, 180 and 197. PA 199 "Internship" is required for students who do not have previous administrative experience. PA 199 is added onto the 36 hour requirement.

Related Requirements: BU 51, EC 51, SO 78, SO 178, PS 12, CO 111 or 112, EN 15, EN 28, MA 16, HI (3 hours).

A grade of "C" or above is required for all courses in major.

Minor: Minimum of 18 hours in PA including PA 21, 123.

Concentrations: Students must choose one of the areas listed below.

Health Services Administration: This is a multi-disciplinary program designed to prepare students to take charge of administrative duties in different aspects of health care systems. Hospital administration, health maintenance organizations, department head responsibilities are among areas covered. PA 31, 192, 193, 194 required. Three elective hours in PA. Related requirements: SO 112, BI 20.

Personnel Administration: Students in this program are trained for service in the personnel departments of corporations and governmental agencies. Students analyze such areas as human resource planning, program evaluation, wage and salary administration, and governmental regulations. PA 131, 143, SO 161 required. 9 hours of PA electives.

Public Management: This program provides the student with the broadest overview of general administrative aspects in public administration. PA 20 and 131 required. 12 hours of PA electives.

Systems Analyst: This is an interdisciplinary program designed to train the student not only to seek a career as a systems analyst but also to seek a managerial position in high technology and other technology intensive service organizations. The program is also suited for those who already have a baccalaureate degree and who wish to enter this expanding market. PA 84, 185, 186 and 188 are required in addi-

tion to at least 6 hours in a programming language, EC 52, BU 60, and SO 130. 6 elective PA hours.

Professional Certification
40 hours of credit may be earned for professionally recognized certification in an appropriate Allied Health field (Examples—Respiratory Technician, Medical Records, Respiratory Therapist, etc.) or Public Safety fields (examples—Police work or fire dept. work).

It is possible to earn up to 30 semester hours of credit through testing and experiential credit. No credit earned in this manner may be used to satisfy the 30 hour residency rule at Avila College.

14. INTRODUCTION TO MICROCOMPUTERS. (1)
See CS 14.

20. POLITICS AND ADMINISTRATION. (3)
An introduction to the connections between policy making and the implementation of policy in an administrative sense. No prerequisite. II.

21. INTRODUCTION TO PUBLIC ADMINISTRATION. (3)
Survey of the historical and contemporary status of administrative institutions, principles and practices of public administration. Bureaucratic and organizational concerns are covered as well as political, budgetary, legal, and personnel matters. No prerequisites. I.

31. INTRODUCTION TO HEALTH SERVICES ADMINISTRATION. (3)
History, principal participants, values and systems involved in health care administration. Overview of management functions in health care settings (planning, controlling costs, communication skills, etc.). No prerequisites. II.

84. COMPUTERS AND MANAGEMENT. (3)
This course describes what management information systems are, their processes, the role of electronic data-processing in managerial functions, elementary management science techniques and their uses, and the basic structure and functions of computers. How managers can use computers as a management tool in the decision making process. PA 123, BU 51 or consent of instructor are prerequisites. I.

122. PUBLIC POLICY. (3)
See PS 122.

123. ADMINISTRATIVE BEHAVIOR. (3)
A survey of major theories of organization, basic principles of management, the relationship between structure and process in administrative units and a study of the basic concepts of administrative behavior. The role of politics, organization, power relationships, and managerial performance is analyzed. Prerequisite: Three hours in social and behavioral sciences. II.

129. WOMEN AND MANAGEMENT. (1)
See WS/PS 129.

131. ADMINISTRATIVE LAW. (3)
The principles of administrative law. The legislative and adjudicative institutions; obligations, rights and responsibilities of principal participants in admin-

istration, and the impact on business and society. No prerequisite. Alternate years. II.

135. COMPARATIVE ADMINISTRATION. (3)

The study of selected bureaucratic structures in industrialized and developing nations with emphasis on common problems and accomplishments. Concerns analyzed include: Historical development, recruitment, modernization, connection of politics and administration, etc. Case studies of selected countries. No prerequisite. Every three years. I.

142. SEMINAR ON PERSONNEL ADMINISTRATION. (3)

Basic theories and functions of personnel administration. Human resource development and management; values and processes in civil service systems; training practices; recruitment; bargaining techniques; legal considerations. No prerequisites. Alternate years. II.

143. WAGE AND SALARY ADMINISTRATION. (3)

Compensation planning for private and public agencies. Areas covered include: pay theory, comparable worth, performance evaluation, merit pay, and compliance with federal regulations. Prerequisites: 3 hours in personnel administration, BU 51, or consent of instructor. Every three years. II.

155. ORGANIZATIONAL BEHAVIOR AND DEVELOPMENT. (3)

Theories and methods of organizational behavior and development in public and private sector settings; diagnosis of organizational and individual's behavior; the impact of those relationships, and analysis of successful endeavors in this field. No prerequisites. Alternate years. I.

180. PUBLIC BUDGETING AND FINANCE. (3)

What the budgeting process looks like and how it influences the operation of the organization. How a budget is built, including various methods and approaches (line-item, planned-program budgeting systems, zero base budgeting, etc.) Financial concerns such as taxation policies will also be covered. The relationship of budgets to financial aspects. Prerequisites: BU 51, EC 51 or consent of instructor. I.

185. OPERATIONS RESEARCH. (3)

The discussion of decision making methods of evaluating and enhancing the management of organizations. This scientific approach to problem solving could include models of linear programming and the simplex method, the transportation problem, PERT networks, and selected topics from integer programming, deterministic inventory models, goal programming, introduction to queuing theory (Poisson, single-server, and FCFS models), simulation. Prerequisites: MA 20 or 127, Statistics, 3 hours of programming language, or consent of instructor. II.

186. DATA-BASE MANAGEMENT I. (3)

Discussion begins with the role of computer generated data in management, the integration of the behavioral and quantitative aspects of managements. Certain subject matter areas such as performance measurement and control

will be explained. Students will use quantitative data to run elementary database programs. Prerequisites: BU 60 and PA 84, CS 12 or consent of instructor. Alternate years. I.

187. SYSTEMS ANALYSIS AND DESIGN. (3)
See CS 187.

188. DATA-BASE MANAGEMENT II. (3)
Continuation of PA 186. Nature and purpose of data-base, quantity and quality requirements. time and cost requirement, structure of data-base, classification of data elements and data levels are the topics to be covered in this course. The student will run an integrated DBMS program. Prerequisite: PA 186. Alternate years. II.

190. SPECIAL TOPICS.
Current areas of public administration explored in depth; examples: Health Care Law, Public Health Issues, Strategic Planning, Cutback Management, Social Security Administration, Communication in Management, Training and Development Seminars, OSHA Regulations, Grant Writing, etc. No prerequisite. I, II.

191. NURSING HOME ADMINISTRATION. (3)
This course pursues an interdisciplinary approach to the study of administering nursing homes and long term care facilities. Historical, management, legal, financial and political aspects are emphasized. No prerequisites. II.

192. HEALTH CARE PLANNING AND ORGANIZATION. (3)
Analysis of the planning function in the health care sector both public and private. Strategic planning and marketing in a health care context will be reviewed and roles of major actors (hospitals, nurses, physicians, etc.) will be explored. Several current approaches will be analyzed from health care facilities' perspectives. No prerequisites. Alternate years. I.

193. COMPARATIVE HEALTH CARE SYSTEMS. (3)
Comparison of similarities and differences between the U.S. health care system and selected industrialized and developing nations. Areas of concern include: planning, education, structures, finances, influence of political systems, philosophy of health care, law, and delivery systems. No prerequisites. Alternate years. II.

194. ECONOMICS OF HEALTH CARE SYSTEMS. (3)
Study of governmental and private sector roles in financial areas of health care. Cost reimbursement schemes, prospective payment systems, government programs, and private sector initiatives reviewed. Historical trends analyzed, and current conditions that impact on the cost of health care. No prerequisite. Alternate years. I.

196. DIRECTED READINGS AND RESEARCH. (1-6)
Specialized assignments worked out between the faculty members and the student. Prerequisite: 6 hours in PA. Alternate years. I.

197. SENIOR SEMINAR. (3)
Professional nature of public administration explored. A tying together of major themes in core PA courses in a seminar

fashion. Identification of what it means to be a public administrator. Prerequisite: Senior status as PA major. II.

199. INTERNSHIP. (1-9)
Hands-on experience of up to 400 hours for the student lacking a background in an administrative environment. Position in an agency to include specific job responsibilities. Appointments at local, state, national and international level. See PA Program Coordinator for entire package of information. Prerequisite: At least 18 hours of PA coursework. I, II.

RADIOLOGIC TECHNOLOGY (RT) (R) or (T)

The candidate for the Bachelor of Science in Radiologic Technology has two tracts which can be completed; Radiography and Radiation Therapy Technology. Both programs lead to eligibility for certification in their respective areas.

Both programs are accredited by the Committee on Allied Health Education and Accreditation of the American Medical Association in collaboration with the Joint Review Committee on Education in Radiologic Technology.

Persons who have completed or are currently enrolled in either program elsewhere are eligible for admission to the upward mobility program leading to a Bachelor of Science degree in Radiologic Technology.

No minor is offered.

Radiography—Avila College and St. Joseph Hospital cooperatively offer a four-year integrated radiography program. Those who have been accepted into the major and have met requirements for the clinical portion of the program will begin their clinical work during the spring semester of their sophomore year.

Pre-clinical Requirements—36 hours including: CH 11 or BI 120 or PH 13; MA 16; EN 15; and RT 96.

Major Requirements—AH 14; CO 111 or 112; EN 15, 29; PA 115 or SO 112, BI 120, 121 (no lab), 122; PH 13; CH 11 or equivalent; CS 12 or equivalent; MA 16; MA 50 or EC 40 or PY 146 or equivalent; RT 96, 98, 100, 101, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 116, 120, 121, 122, 139, 151, and 11 hours of electives approved by the advisor.

Radiation Therapy Technology—Avila College and St. Luke's Hospital of Kansas City together offer an educational program in Radiation Therapy Technology, designed to produce competent technologists with capabilities to assume supervisory and educational positions. This innovative program leads to certification eligibility in Radiation Therapy Technology from St. Luke's Hospital of Kansas City and to the option of earning a Bachelor of Science Degree in Radiologic Technology from Avila College.

Pre-clinical Requirements—12 hours including: PH 13; MA 16

Major Requirements—AH 14; BI 120, 121 (no lab), 122; PH 13; CH

11 or equivalent; CS 12 or equivalent; MA 16; MA 50 or EC 40 or PY 146 or equivalent; RT 130, 131, 132, 133, 134, 135, 136, 140, 141, 142, 143, 151; CO 111 or 112; EN 15, 29; PA 115 or SO 112.

96. INTRODUCTION TO RADIOLOGIC SCIENCE. (3)
An overview of the radiologic technology profession, its history, and the criteria for success in the profession. Basic introduction to the effects of radiation, radiation monitoring and protection for personnel and patients, and radiographic imaging. Study of patient assessment and basic nursing skills necessary to provide for patients' physical and emotional needs, including safety procedures used during radiographic examinations. Three hours lecture per week.

98. RADIOGRAPHIC PROCEDURES I. (4)
Introduction to radiographic procedures, basic terminology, topographical landmarks, and examinations of the chest, abdomen, and extremities are studied. Correlation of theory and practical application in the laboratory. Four hours lecture, two hours laboratory per week. Prerequisites: RT 96, BI 120, with a minimum grade of "C".

100. FILM EVALUATION I. (1)
Seminar course to evaluate all aspects of radiographs of the chest, abdomen and extremities. Course will be conducted at the clinical site.

101. CLINICAL EDUCATION I. (4)
A clinical course focusing on policies, procedures and functions of the radiology clinical setting. With direct supervision, the student will develop clinical skills through observation and assistance in routine general radiographic studies. 15 weeks of 20.5 hours per week at the clinical site. Prerequisites: RT 96 with a minimum grade of "C". Concurrently with RT 98, 104, 120.

103. CLINICAL EDUCATION II. (3)
A clinical course with emphasis on supervised application and evaluation of procedures in routine general radiographic studies and fluoroscopic and genitourinary procedures. Students will assist in these areas as directed by the supervising technologists. 9 weeks of 35 hours per week at the clinical site. Prerequisites: RT 98, 101, 104, 120 with a minimum grade of "C".

104. RADIOGRAPHIC PROCEDURES II. (2)
Review of anatomy and terminology pertinent to the digestive, urinary, biliary and reproductive systems, and the study of procedures, positioning and contrast media used in radiographic examinations of these systems. Introduction to tomography is included. Correlation of theory and practical application in the laboratory. Two hours of lecture and one hour laboratory per week. Prerequisites: RT 96, BI 120. Concurrently with RT 98.

105. CLINICAL EDUCATION III. (5)
A clinical course with emphasis on supervised application and evaluation of procedures using contrast media, basic mobile radiography, tomography and continued supervised practice in application and evaluation of procedures in general radiographic studies.

16 weeks of 22.5 hours per week. Prerequisite: RT 103 with a minimum grade of "C". Concurrently with RT 108, 121.

106. FILM EVALUATION II. (1)
Seminar course to evaluate all aspects of radiographs of advanced skeletal, digestive, urinary, biliary and reproductive systems examinations. Course will be conducted at the clinical site. Prerequisite: RT 100.

107. CLINICAL EDUCATION IV. (5)
A clinical course with emphasis on supervised application and evaluation of procedures involving the skeletal system advanced mobile radiography, trauma radiography and continued practice with limited supervision in application and evaluation of procedures in general radiography, basic mobile radiography and routine procedures using contrast media. 16 weeks of 22.5 hours per week. Prerequisites: RT 105, 121 with a minimum grade of "C". Concurrently with RT 112, 122.

108. RADIOGRAPHIC PROCEDURES III. (3)
Review of anatomy and terminology pertinent to the skeletal system. Radiographic positioning of the spine and skull. Correlation of theory and practical application in the laboratory. Three lecture hours and two hours of laboratory per week. Prerequisites: RT 98, 104.

109. CLINICAL EDUCATION V. (4)
Students will be assigned to early evening shifts with limited supervision for continued emphasis in application and evaluation of procedures involving all aspects of diagnostic radiography. Emphasis is on emergency radiography. 9 weeks of 35 hours per week at the clinical site. Prerequisites: RT 107, 112, 122 with a minimum grade of "C".

110. FILM EVALUATION III. (1)
Seminar course to evaluate all aspects of radiographs produced in special procedures, mobile radiography and supplementary imaging procedures. Course will be conducted at the clinical site. Prerequisite: RT 106.

111. CLINICAL EDUCATION VI. (5)
Students will be assigned to evening and weekend rotations with limited supervision for advanced practice in application and evaluation of procedures involving all areas of diagnostic radiology. Students will be assigned to special procedures areas where, with direct supervision, they will observe and assist in special radiographic procedures and supplementary imaging modalities. 16 weeks of 22.5 hours per week. Prerequisite: RT 109 with a minimum grade of "C".

112. RADIOGRAPHIC PROCEDURES IV. (2)
Review of anatomy and terminology pertinent to the respiratory, vascular, reproductive, and neurological systems, including the procedures, positioning and contrast media used for radiographic examination of these systems. Supplementary imaging procedures are also included. Two hours lecture per week. Prerequisites: RT 108, 109 with a minimum grade of "C".

113. CLINICAL EDUCATION VII. (4)
A clinical course emphasizing the devel-

opment of expertise and skills in all radiographic procedures with limited supervision; and in the application, participation and evaluation of special radiographic procedures and supplementary imaging modalities with direct supervision. 15 weeks of 20 hours per week. Prerequisites: RT 111, 112 with a minimum grade of "C". Concurrently with RT 116.

116. RADIOGRAPHIC PROCEDURES V. (1)
A comprehensive overview of all aspects of diagnostic radiology with emphasis on the relationships of radiographic procedures to technique, patient protection, positioning and radiographic anatomy. One hour lecture per week. Open only to second semester seniors in Radiologic Technology.

120. RADIOLOGIC SCIENCE I. (3)
Fundamentals of x-ray production, properties of x-ray tubes and circuits, mechanics of interaction with matter and an introduction to radiographic quality. Three hours of lecture per week and 1 hour of laboratory. Prerequisites: MA 16, CH 11, PH 13 or consent of instructor.

121. RADIOLOGIC SCIENCE II. (3)
Advanced study of factors and conditions influencing radiographic quality and concepts and analysis of imaging systems. Three hours of lecture per week. Prerequisites: RT 120.

122. RADIOLOGIC SCIENCE III. (2)
Advanced study of the various image modalities including, CT, ultrasound, and NMI. Two hours of lecture per week. Prerequisites: RT 121.

130. INTRODUCTION TO RADIATION THERAPY. (2)
This course is an introduction to the field of radiation therapy. Topics presented include the duties and responsibilities of the technologist, the history and development of the profession, hospital and departmental organization, professional organizations, and basic clinical skills. 15 weeks of 2 hours per week at the clinical site.

131. RADIO THERAPY PHYSICS AND TREATMENT PLANNING I. (3)
This course is a survey of the therapeutic applications of radiation. Topics presented include the physics of radiation production, interaction, attenuation and decay, radiation dosimetry, and the rationale for, and operation of teletherapy and high energy x-ray generators. 15 weeks of 3 hours per week at the clinical site.

132. CLINICAL ONCOLOGY I. (2)
This course is a body systems approach to the radiation treatment of cancer. The pathology, histology, classification, principles and results of treatment, and diseases perspectives for skin, head and neck, and central nervous, respiratory and urinary systems will be presented. Attendance at staff conferences is required. 15 weeks of 2 hours per week at the clinical site.

133. RADIO THERAPY PHYSICS AND TREATMENT PLANNING II. (2)
This course is a survey of the therapeutic applications of radiation. Topics

presented include the physical properties, calculations of dose, safety procedures, applicators, and treatment procedures for various brachy therapy sources. 8 weeks of 4 hours per week at the clinical site. Prerequisite: RT 131 with a minimum grade of "C".

134. CLINICAL ONCOLOGY II. (2)
This course is a body systems approach to the radiation treatment of cancer, the pathology, histology, classification, principles and results of treatment, and disease perspectives for the digestive, reproductive, endocrine, circulatory and reticulo-endothelial systems, plus soft tissue and pediatric neoplastic, and metastatic disease will be presented. Attendance at staff conferences is required. 8 weeks of 4 hours per week at the clinical site. Prerequisites: RT 131, 132, 151 with a minimum grade of "C".

135. RADIO THERAPY PHYSICS AND TREATMENT PLANNING III. (2)
This course is a survey of the therapeutic applications of radiation. Emphasis is on student preparation of computer plans and dose calculations for the radiation treatment of disease. 15 weeks of 2 hours per week at the clinical site. Prerequisites: RT 133 with a minimum grade of "C".

136. SEMINAR IN RADIATION THERAPY. (2)
This course is a comprehensive overview of the content and function of radiation therapy technology. Student's cumulative retention of associated radiation therapy theory and practice will be determined through evaluation. Remediation will be provided as appropriate. 15 weeks of 2 hours per week at the clinical site. Prerequisite: Senior standing.

138. CROSS-SECTIONAL ANATOMY WITH CORRELATION OF IMAGE MODALITIES. (3)
Detailed cross-sectional anatomy of the head, chest, abdomen, and pelvic regions with correlation of computed tomography, nuclear magnetic resonance and ultrasound images. Prerequisite: Bl 120 with a minimum grade of "C".

140. RADIATION THERAPY CLINICAL EDUCATION I. (4)
A clinical course with emphasis on supervised application and evaluation of radio therapeutic treatment of various body systems to include skin, head and neck and central nervous system. 15 weeks of 21 hours per week at the clinical site.

141. RADIATION THERAPY CLINICAL EDUCATION II. (2)
A clinical course with emphasis on supervised application and evaluation of radio therapeutic treatment of various body systems to include the respiratory and urinary systems. 4 weeks of 40 hours per week at the clinical site. Opportunities to reinforce previously required clinical skills will be provided. Prerequisites: RT 131, 132, 140 with a minimum grade of "C".

142. RADIATION THERAPY CLINICAL EDUCATION III. (3)
A clinical course with emphasis on supervised application and evaluation of radio therapeutic treatment of various body systems to include the digestive, reproductive, endocrine, circulatory,

and reticulo-endothelial systems, as well as soft tissue and pediatric neoplastic disease, and metastatic disease. Opportunities to reinforce previously acquired clinical skills will be provided. 8 weeks of 30 hours per week at the clinical site. Prerequisite: RT 141 with a minimum grade of "C".

143. RADIATION THERAPY CLINICAL EDUCATION IV. (4)

A clinical course with emphasis on supervised application and evaluation of radio therapeutic treatment of various body systems to include the calculation of dose, safety procedures, applications of brachy therapy sources. Opportunities to reinforce previously acquired clinical skills will be provided. 15 weeks of 21 hours per week at the clinical site. Prerequisites: RT 133, 134, 142 with a minimum grade of "C".

151. RADIATION BIOLOGY AND PROTECTION. (3)

Study of the interactions of radiation with matter, biological effects of ionizing radiation, quantities and units, radiation protection of patient and health care personnel; exposure guidelines and monitoring. Three hours of lecture per week. Prerequisite: PH 115 or consent of Radiologic Technology Program Director.

171. RADIOLOGY ADMINISTRATION. (2)

To provide insight into the various aspects of departmental administration. The student will have assignments which will require interviewing various managers and physicians to get a better understanding of radiologic administration. Prerequisite: BU 120, 140; or consent of the Radiologic Technology Program Director.

172. TEACHING PRACTICUM IN RADIOLOGIC TECHNOLOGY. (2)

The student will have actual experience in the radiologic technology classroom setting. Assisted by the R.T. Program Director and in coordination with the hospital program director, the student will develop a course module, instruct in the classroom and evaluate results of instruction. Prerequisites: Senior standing; and consent of the Radiologic Technology Program Director.

173. EDUCATIONAL ADMINISTRATION IN RADIOLOGIC TECHNOLOGY. (2)

Seminar and independent study of organization, accreditation, curriculum design and funding of educational programs for radiologic technologists. Students are required to submit a research paper covering one of these topics. Prerequisites: Senior standing; and consent of the Radiologic Technology Program Director.

174. SPECIAL PROCEDURES TOPICS. (2) (Clinical Emphasis)

Advanced study of specialized equipment and accessories used in neuroradiology, cardiovascular radiology, angiography and computerized axial tomography with respect to imaging and film quality. Patient assessment and monitoring and cross-section radiographic anatomy will be included in this course. Two hours of lecture per week. Prerequisite: Senior standing.

177. DIRECTED PRACTICE. (3)
Advanced Clinical Special Procedures Course with emphasis on development of expertise and skills in special procedures and supplementary imaging modalities with limited supervision. 15 weeks of 10 hours per week. Prerequisites: Senior standing and RT 111. Concurrently with RT 174.

RELIGIOUS STUDIES - EDUCATION (RS)

Major: Twenty-seven hours in religious studies to be chosen with the approval of the major advisor. Students majoring in religious studies will be expected to take at least three one-hour courses with a practical orientation by the Center for Pastoral Ministry.

Minor: Eighteen semester hours in religious studies to be chosen with the approval of the minor advisor.

For persons not enrolled in a degree program, a certificate of major equivalence will be awarded for the required twenty-seven semester hours, or a certificate of minor equivalence for the required eighteen semester hours.

18. INTRODUCTION TO THE OLD TESTAMENT. (3)
This course focuses upon the essential stories of Israel retold in successive moments of crisis when faced with problems of self-identity. Therefore, the course considers the formation and reformation of Biblical traditions as reactions to critical moments in the history of Israel. **BAC**

19. BIBLICAL WISDOM AND MODERN MAN. (3)
The "Reality of Life" as Israel saw it. By viewing the "netherside" of Israelite traditions, we will make a study of how the sages worked at the task of ordering HUMAN world. From a God-centered viewpoint, we will take a MAN-CENTERED perspective in following Job, Quoheleth, Ben-Sirach and the lovers in SONG OF SONGS. **BAC**

20. BIBLE AS HISTORY. (3)
The History of Israel, an encounter with her Lord, Yahweh, is her interpreted story recalled in cultic recitation. A consciousness of historical reality with a beginning and a destiny Israel alone developed. Importance will be given to the Patriarchal Cycle, to the freedom movement of the Exodus, to the rapid evolution of the Jerusalem kingship—itself a semi-pagan urban system—to the destruction of the nation and the consequences. **BAC**

21. BIBLE AS LITERATURE. (3)
Scripture functions as the vehicle for God's communication of Himself to Church and Synagogue. This experience of God is handed down to modern man as the Literature of Israel wherein the Father of Jesus Christ is encountered in song and saga, parable, proverb and poem, all stamped by the characteristics peculiar to the culture of the times, to the pathos and ethos of their authors. **BAC**

22. THE THREE GOSPELS: MATTHEW, MARK, LUKE. (3)
This course is a study of the words and deeds of Jesus of Nazareth as recorded by Matthew, Mark, and Luke in order to

grasp the meaning of the life of Jesus Christ. In this study consideration is given to authorship and sources, form criticism and redaction criticism. Moreover, certain Old Testament themes will be considered in order to understand Jesus as the fulfillment of the Old Testament. **BAC**

23. THE LETTERS OF PAUL. (3)
St. Paul is one of the first and the greatest Christian thinkers and writers. This course is designed to study Christ in the Theology of Paul. Through his letters, the Church of the apostolic age and the twentieth century are able to glimpse the problems and difficulties, the triumphs and failures, of second generation Christians. Each letter is studied in its chronological sequence and those passages most characteristic of the letter are studied intensively so as to provide a base for the theological synthesis. **BAC**

24. THE GOSPEL OF JOHN. (3)
In disturbed and confused times, man seeks something to stand in awe of. This course will emphasize the study of John's Gospel from the perspective of the signs and wonders wrought by Jesus. Among the signs to be studied will be: changing of water into wine, multiplication of the loaves, and the raising of Lazarus. The course will also stress how to develop the experience of awe and wonder in students of today. **BAC**

35. CATHOLICISM. (3)
Presentation of the fundamental beliefs of Catholics on God, Christ, the Spirit, Scripture, Liturgy, the Sacraments, and the Church. Discussion of contemporary trends and problems with Catholicism. **BAC**

48. JESUS CHRIST. (3)
"Who is Jesus Christ?" is a question many are asking today. This course will attempt to provide answers to this question through a study of (1) the early Christological Church Councils; (2) the new and improved understanding of the scriptural data about Jesus; and (3) the Christological thought of modern and contemporary theologians. **BAC**

49. JESUS AND THE OLD TESTAMENT. (3)
"Who do people say that I am" (Mk 8:27) is answered through a development of the relatedness between the testaments (Hebrew and Christian). The life of Jesus Christ emerges against the backdrop of the history of his people, the messages of their prophets, and their responses in song to God's action. **BAC**

111. JUSTICE AND PROPHETS. (3)
The burden of the Prophets—compassion for man, sympathy for God—carried these Seers into the mainstream of Israelite life. The Prophets were summoned to urge men to encounter the Lord within the turbulence of the marketplaces, there to deliver a specific message from Yahweh. Let us listen to an Amos, to an Isaiah, proclaiming a "shape-up-or-ship-out" message to a beleaguered nation on the verge of bankruptcy. **BAC**

122. THE EXISTENCE OF GOD. (3)
This course will present the classical and contemporary arguments for establishing God's existence. It will also discuss classical and contemporary concepts of God. See PL 122. **BAC**

131. OUR CHRISTIAN HERITAGE. (3)
This course will explore the origins and developments of Christianity in the context of contemporary man. **BAC**

156. CHRISTIAN ETHICS. (3)
This course is ethics from a Christian point of view. Specific contemporary moral issues are examined in the light of Jesus' teaching on man and the Christian understanding of that teaching in the past and in the present. **BAC**

158. LOVE, SEX AND MARRIAGE. (3)
See PL 158.

191. BUSINESS ETHICS. (3)
See PL 191.

197. INDEPENDENT STUDY. (2-3)
Approved and directed in-depth study of a specific area of theology, according to student need and interest. Limited to majors.

198. JUNIOR-SENIOR SEMINAR. (3)
Selected topics for review and study in Religious Studies-Education. This course is required for all majors.

199. PRACTICUM. (3)
Period of actual experience in one of the specialized areas of religious education, with departmental guidance and supervision.

LAY MINISTRY PROGRAM
Offered jointly by Avila College and the Center for Pastoral Life and Ministry.

The Christian communities of Kansas City are coming to realize in varying degrees that Christian ministry is not limited to professional ministers, but is the responsibility of everyone who calls himself a Christian. The theological basis of this understanding is Christ's proclamation, "I have come not to be served, but to serve."

With this concept in mind, Avila College and the Center for Pastoral Life and Ministry are embarking upon a bold enterprise. They are setting up a program in Christian ministry that is to meet the needs of as many Kansas City Christian communities as possible. The program will be ecumenical in two senses: first, it will recognize the unique features of each Christian tradition and, secondly, it will stress those features that all Christian communities hold in common.

To obtain a certificate in Christian ministry, a person will be required to complete eighteen credit hours of course work.

The program will be set up so that a person may acquire nine credit hours a year, three in each of the fall, spring and summer semesters. All courses will be offered on weekends.

Objectives
1. To give participants a broad view of church ministries.
2. To give participants a foundation in Christian theology and history.
3. To provide participants with the skills they need to perform their ministries in a competent manner.

First Semester:
50. WHAT IS MINISTRY? (1)
This course will explore the notion of ministry in Christian theology and his-

tory, as well as in the present experience of ministry in the Kansas City Christian communities. I. First year of sequence.

60. THE CHURCH: PEOPLE, MISSION AND STRUCTURE. (1)
This course will give an overall view of the theology and mission of Church. It will study various Church structures and the ministries offered by these churches. I. First year of sequence.

70. LEADERSHIP AND MOTIVATION. (1)
These sessions will focus on leadership styles, motivation, planning, recruitment and evaluation. I. First year of sequence.

Second Semester

35. YOUTH MINISTRY. (1)
This course will explore a holistic approach to youth ministry, different models for youth programs and the psychological, moral and faith development of the adolescent. II. First year of sequence.

155. CONTEMPORARY CHRISTIAN MORALITY. (1)
The Christian minister is often called upon to help people make difficult moral decisions. This course will present a methodology for Christian decision making and discuss some contemporary moral issues, such as abortion and euthanasia. II. First year of sequence.

177. LITURGY AND MUSIC. (1)
By exploring the seasons of Fall, Advent, Christmas and Epiphany, and the history and theology of worship, this course will seek to bring the renewed liturgy to life and apply it to today's culture and psychology. II. First year of sequence.

Third Semester

30. RITE OF CHRISTIAN INITIATION OF ADULTS (CATHOLIC EMPHASIS). (1)
This course will present the history and theology of Initiation as well as practical ways of implementing the Rite in a church. SS. First year of sequence.

31. MINISTRY TO THE ELDERLY. (1)
This course is intended to prepare participants with skills, techniques, and information to meet the day to day physical, spiritual, and psychological needs of the elderly as well as provide them with knowledge of resources available when special needs arise. SS. First year of sequence.

65. IMAGES AND MODELS OF THE CHURCH. (1)
Christians think differently about the reality of the Church. This course will present various images and models of Church as seen through history and the traditions of various Christian communities. SS. First year of sequence.

Fourth Semester

61. CHURCH PLANNING AND ADMINISTRATION. (1)
This course will cover the purpose of mission statements and setting goals and objectives. Different models of church councils will be presented. Time will also be spent on financial management. I. Second year of sequence.

80. FAITH DEVELOPMENT STAGES. (1)
Based on the research of James Fowler, this course will give an overview of stages of faith development and will look at how they are practically experienced in a Christian community. I. Second year of sequence.

85. MEANING AND PRACTICE OF PRAYER. (1)
In this course we will explore the question of prayer, development of different forms of prayer in the church as well as in other cultures. Attention will be given to the experiences and discipline of prayer in the participants' lives. I. Second year of sequence.

Fifth Semester

48. WHO IS JESUS? (1)
The question of who Jesus is has been the central one in the history of Christianity. This course will explore and evaluate some of the answers given to this question in the course of the Christian centuries. II. Second year of sequence.

52. METHODS IN RELIGIOUS EDUCATION. (1)
This course will help the participants to understand recent changes in religion teaching and developing parish programs. Participants will also learn how to develop interesting and effective lesson plans, techniques in handling discipline problems, how to creatively use audio-visual materials, children's literature and prayer activities. II. Second year of sequence.

53. MINISTRY IDENTIFICATION WORKSHOP. (1)
This workshop will guide the participants to a recognition of what their ministry might be. This will be accomplished through prayerful self-study in a supportive community setting. II. Second year of sequence.

Sixth Semester

180. SUPERVISED PRACTICUM. (2)
As a result of the Ministry Identification Workshop, participants will choose an area of ministerial activity and be given a field assignment in a church or agency. They will meet to discuss their experiences and to refine their skills. SS. Second year of sequence.

181. DEVELOPING HELPING SKILLS. (1)
This course will explore basic types of pastoral approaches to ministerial care. Skills necessary for ministerial presence will be covered, ranging from the simpler to the more complex. SS. Second year of sequence.

RESPIRATORY THERAPY (RP)

Avila College and Baptist Memorial Hospital cooperatively offer a four-year program leading to the Bachelor of Science in Respiratory Therapy.

Interviews are held with students during the fall semester of the sophomore year. Results from the interview plus evidence of satisfactory academic progress are used to select those who will pursue the Respiratory Therapy curriculum during the junior and senior years.

Students already possessing a two-year degree in Respiratory Therapy must

contact the Program Director or Major Advisor for advisement.

Students must provide their own transportation to hospitals during the junior and senior years.

Minimum Pre-Respiratory Therapy Requirements:
(prior to entry into junior clinical year)
AH 14
BI 20 or 120, 121, 152
CH 11
MA 16
PH 13 or 11 and 12
CO 111 or 112
EN 15

Related Required Courses:
BI 122 or 125; CH 13 or 113 or 116; CS elective (3); EN 28 or 29 or BU 90; PY 11; SO 11, 112 or approved elective; Statistics elective (3).

Major Requirements:
RP 150, 151, 152, 153, 154, 155, 156, 157, 158, 160, 165, 170, 197 plus 12 hours emphasis electives selected by the student and approved by the Program Director, Major Advisor, NAHSM Department Chair, and Academic Dean.

Requirements for Registered or Registry-Eligible Therapists:
BI 122; CO 111 or 112; CH 13 or 113 or 116; EN 28 or 29 or BU 90; PY elective (3); SO 112 or approved elective (3); Statistics elective (3); Computer Science elective (3); RP 197 plus at least 12 hours emphasis electives selected by the student and approved by the Program Director, Major Advisor, NAHSM Department Chair and the Academic Dean. No minor is offered.

150. BEGINNING PRINCIPLES OF RESPIRATORY THERAPY. (4)
An introduction to the models of therapy given by respiratory therapists and general discussion of diseases encountered. Lecture and lab time each week plus 15 hours of clinic each week (summer). Prerequisite: consent of respiratory therapy advisor and program director.

151. RESPIRATORY THERAPY EQUIPMENT. (4)
This course introduces the student to much of the equipment used in providing basic patient care. Six lecture hours and eight lab hours per week (summer). Prerequisite: Consent of respiratory therapy advisor and program director.

152. CLINICAL CARDIO/PULMONARY PHYSIOLOGY. (2)
A study of the physiology and pathophysiology of the pulmonary cardiovascular and renal systems as they relate to the practice of respiratory therapy. Two lecture hours per week (fall). Prerequisite: RP 150.

153. CLINICAL PRACTICE I. (4)
A clinic course involving the giving of care to adults and pediatric patients plus the study of diagnostic work in respiratory therapy. Emphasis will be on noncritically ill patients. 24 hours per week (fall). Prerequisite: RP 150 and consent of program director.

154. CLINICAL PRACTICE II. (4)
A clinical practice course with emphasis largely on treatment of patients in the critical care environment. Additional activities involve patient rehabilitation,

department management, and medical rounds. 24 hours per week (spring). Prerequisite: RP 153.

155. CARDIO/PULMONARY MEDICINE I. (1)

The first of three lecture courses given by the medical director of the program. This course emphasizes diagnostic procedures used by the pulmonary physician. Two lecture hours per week (summer). Prerequisite: Consent of respiratory therapy advisor and program director.

156. CLINIC TOPICS AND PROCEDURES I. (3)

A lecture and lab course to supplement the clinic training of the student for this semester. Topics in routine care, critical care and emergency care for both adults and pediatric patients will be considered. Two lecture hours per week and three lab hours per week (fall). Prerequisite: RP 151 and consent of program director.

157. CLINIC TOPICS AND PROCEDURES II. (4)

A lecture and lab course to supplement the clinic training. Emphasis is on critical care medicine and the more sophisticated aspects of respiratory therapy. Concurrently a lecture series on Neonatology will be given. Three lecture hours per week and three lab hours per week (spring). Prerequisite: RP 156.

158. RESPIRATORY CARE OF CHILDREN. (2)

A lecture course focusing on the respiratory care of neonatal and pediatric patients that complements the clinic training of students. Emphasis is on the management of cardiopulmonary disease states unique to children. Information is based on developmental anatomy and physiology, pathology, diagnostic/laboratory procedures and equipment. Manipulation in acute, chronic, critical and emergency care settings. Two lecture hours per week (spring). Prerequisite: RP 156.

160. CARDIO/PULMONARY MEDICINE II. (2)

A continuation of the lecture series presented by the medical director with the emphasis shifting toward the pathology, diagnosis and treatment of various cardiopulmonary diseases. Two lecture hours per week (fall). Prerequisite: RP 155.

165. CARDIO/PULMONARY MEDICINE III. (2)

A continuation of the medical director's discussion of pulmonary disease states, their pathology and treatment. Two hours per week (spring). Prerequisite: RP 160.

170. RESPIRATORY PHARMACOLOGY. (2)

A study of the specific drugs that are given by a respiratory therapist where they have direct effect on the cardiopulmonary system. Two lecture hours per week (spring). Prerequisite: RP 150.

171. RESPIRATORY THERAPY PRACTICUM. (3)

An advanced-level clinic course offering a chance to sharpen skills in all aspects of patient care with an emphasis on critical care. 16 hours per week. Prerequisite: Consent of respiratory therapy advisor and program director.

176. CLINIC SPECIALTY TRAINING. (3)
An individualized course to allow the competent practitioner to gain additional information and skills in selected areas of practice within respiratory therapy. Prerequisite: Consent of respiratory therapy advisor and program director.

180. TEACHING PRACTICUM. (3)
A structured, supervised teaching experience within the respiratory therapy program for an individual preparing to be an instructor in the field. Course design and classroom and clinic instruction will be carried out. Prerequisite: Consent of respiratory therapy advisor and program director.

185. MANAGEMENT PRACTICUM. (3)
A structured and supervised experience in management within the respiratory therapy department and hospital management in general. Prerequisite: Consent of the respiratory therapy advisor and program director.

197. SEMINAR. (3)
A discussion series of current topics in respiratory care plus an introduction to and study of the methods of patient research in medicine. Prerequisite: Consent of the respiratory therapy advisor and program director.

SOCIAL WORK (SW)

Major: (42 hours) SW 11, 15, 121, 122, 140, 160, 178, 180, 181, 183, 184, and one course in a Special Interest Area: SW 130, 134, 137, 201.

It is possible to earn up to 30 semester hours of credit through testing and experiential credit. No credit earned in this manner may be used to satisfy the 30 hour residency rule at Avila College.

11. INTRODUCTION TO SOCIAL WORK. (3)
This course is designed to provide the student with an overview of the fields of practice of social workers. Attention will also be given to the historical development of social work as a profession, current issues in the field, and the potentials of a career in social work. Thirty hours of appropriate volunteer experience in a social service agency is a course requirement. No prerequisite. I.

15. SOCIAL WELFARE. (3)
An analysis of policies and programs directed at specific social problems. A study of the growth and development of social welfare. Prerequisite: SW 11 or consent of the instructor. I and II.

50. FIELD EXPERIENCE. (1-3)
All students are encouraged to participate in an observation experience in a social service agency early in their social work training and prior to enrollment in Field Instruction. This experience will broaden the student's view of social work and help the student make a decision as to professional practice in social work. 30 clock hours required per credit hour. No prerequisite. I and II.

121. HUMAN BEHAVIOR IN THE SOCIAL ENVIRONMENT II. (3)
Normal growth and development of the individual from childhood through old age within the social contexts of the family, group relationships and com-

munity structures. Prerequisites: SO 11 and PY 11. Social Work majors only. I.

122. HUMAN BEHAVIOR IN THE SOCIAL ENVIRONMENT II. (3)

This course integrates content from prior courses and applies theoretical material to social work practice. Emphasis is placed upon the influence of institutional racism, sexism, ageism, and socio-economic class upon the growth, development and social functioning of the individual and family. This course will expand the professional self-awareness of the student in dealing with diverse client groups. Prerequisite: SW 121. Social Work majors only. II.

125. READINGS IN SOCIAL WORK. (1-3)

Selected readings on social conditions and social problems as they relate to the field of Social Work. Majors only. No prerequisite. I and II.

126. SPECIAL TOPICS IN SOCIAL WORK. (1-3)

Seminars on current issues and topics in Social Work practice. No prerequisite.

130. SERVICES TO CHILDREN AND FAMILIES. (3)

This course provides an overview of services to children and families, including child abuse, foster care, adoption; an emphasis on family functioning and dysfunctioning in relationship to children's services; an emphasis on the relationship of the family to subsystems such as school, neighborhood and community. No prerequisite. Alternate years. I.

134. SOCIAL WORK IN HEALTH SETTINGS. (3)

This course will explore the role of the social worker in various health related settings such as hospitals, long-term care facilities, home health services and health maintenance organizations (H.M.O.'s). It will include an overview of the social worker's position in the total health care system and the needs of the client in health related settings. No prerequisite. Alternate years. II.

135. CRISIS INTERVENTION. (3)

The course will provide a theoretical framework from which to understand the dynamics, principles and application of crisis intervention techniques in helping situations with individuals and families. Social workers, police, nurses and other helping professionals will be provided the opportunity for expanding their self-awareness of their ability to handle crisis in their lives and of their potential effectiveness in crisis intervention situations.

137. SOCIAL WORK IN RELIGIOUS SETTINGS. (3)

This course offers the student the opportunity to study the history and tradition of Judeo-Christian social work in the light of present day social work practice; to study the programs and services of religious or denominational agencies; and to study the impact that professional social work practice (values, knowledge and skills) provides for the religious setting. No prerequisite. Alternate years. II.

140. SOCIAL WORK PRACTICE I. (3)

Students will be introduced to a generalist approach to social work practice

which will emphasize problem-solving and systems models. Included will be the study of social work values and ethics which undergird and guide practice. In addition to two hours of classroom instruction, the course includes a two hour per week laboratory experience which deals with self-awareness, interpersonal communication and interviewing skills, and recording and reporting skills. Prerequisites: SW 11, 121 and SO 130 or consent of the instructors. Social Work majors only. II.

160. SOCIAL LEGISLATION AND POLICIES. (3)
A review and critical analysis of the factors that shape and form social legislation and social policy in the broad fields of social welfare. Emphasis will be placed on an understanding of the importance of social policy formation and implementation for the generalist social worker. Prerequisites: SW 115 and a minimum of six (6) hours of upper division Social Work courses or consent of instructor. Social Work majors only. II.

170. INDEPENDENT STUDY. (3)
The student independently pursues an approved and directed in-depth study of a specific area of social service. Open to Social Work majors only. No prerequisite. I and II.

178. INTRODUCTION TO RESEARCH. (3)
See SO 178.

179. RESEARCH PRACTICUM. (3)
See SO 179.

180. SOCIAL WORK PRACTICE II. (3)
This course is the second in a sequence of three social work practice courses utilizing a generalist approach to practice. Emphasis is placed upon the application of the knowledge and skills gained in SW 140 to social work practice theory relating to intervention with individuals, small groups and the family. In addition to two hours of classroom instruction, this course includes a two hour per week laboratory experience. This course will be taught concurrently with first semester of field instruction. Prerequisite: SW 140 or consent of instructor. Social Work majors only. I.

181, 184. FIELD INSTRUCTION I, II. (6, 6)
All Social Work majors are required to fulfill a 600 clock hour field placement in a social service agency under the supervision of a professional social worker. This includes a two hour per week, on campus, field instruction seminar class that facilitates a student's integration of class work and field work. Students are evaluated by field instructors after the completion of each 300 clock hours of work and a grade is then assigned. Prerequisites: SW 121, 140, 180 and 183 (which are taken concurrently). Social Work majors only. I, II.

183. SOCIAL WORK PRACTICE III. (3)
This final course in the practice sequence builds upon SW 140 and 180 and expands a student's knowledge base in terms of providing beginning level professional service to organizations and the community. In addition to two hours of classroom instruction, this

course includes a two hour per week laboratory experience. This course will be taught concurrently with second semester of field instruction. Prerequisites: SW 140, 180 or consent of instructor. Social Work majors only. II.

201. PROGRAM, PRIORITIES AND RESOURCES IN AGING. (1-3)
See GS 201.

201. WORKING WITH THE ELDERLY. (1-8)
See GS 201.

SOCIOLOGY (SO)

Major: 38 hours in Sociology consisting of SO 11, 15, 78, 79, 171, 172, 173, 174, 178, 179, 199 and 18 hours chosen from one of the five areas of emphasis described below.

1. General Sociology. 18 hours of upper division sociology chosen from at least three of the following areas: II, III, IV, V and VI.
2. Social Gerontology. SO 201, Sociology of Aging; BI 201, Biological Processes and Aging; 5 hours selected from SO 129 (Older Women) and other SO 201 topics; 2 hours selected from other GS courses; 3 hour practicum; and 3 hours chosen from any other upper division sociology courses.
3. Family. SO 111, SO 114, plus 9 hours chosen from SO 154 Alternative Lifestyles; 129, Sociology of Housework, Female/Male Relationships, Power Relations in the Family, Dual Career Families; 201, Relations with Relatives, Being Married/Unmarried, Sex in Later Life; SW 130, Services to Children/Families; and 3 hours chosen from any other upper division sociology courses.
4. Women's Studies. 12 hours selected from SO 129; 3 hours selected from other WS courses; and 3 hours of other upper-division sociology credits.
5. Deviance. SO 182, 183, 186, 187; 6 hours chosen from any other upper division sociology courses.

A grade of "C" or above is required for all courses in major.

Minor: 18 hours including SO 11 with at least 12 hours of upper-division sociology courses chosen from three different areas.

It is possible to earn up to 30 semester hours of credit through testing and experiential credit. No credit earned in this manner may be used to satisfy the 30 hour residency rule at Avila College.

Course Offerings:

AREA I: THEORY AND METHODOLOGY
171. INTRODUCTION TO THEORY CONSTRUCTION
172. FUNCTIONAL THEORY IN SOCIOLOGY
173. CONFLICT THEORY IN SOCIOLOGY
174. SYMBOLIC INTERACTION/ EXCHANGE THEORY IN SOCIOLOGY
178. INTRODUCTION TO RESEARCH
179. RESEARCH PRACTICUM
199. SEMINAR IN SOCIOLOGY

AREA II: SOCIAL INSTITUTIONS
111. THE FAMILY
112. SOCIOLOGY OF HEALTH AND ILLNESS
114. TOPICS IN FAMILY LIFE
154. TOPICS IN SOCIOLOGY:
SOCIOLOGY OF RELIGION
POLITICAL SOCIOLOGY
ALTERNATIVE LIFESTYLES
SOCIOLOGY OF FORMAL ORGANIZATIONS

AREA III: MINORITY STUDIES
121. RACIAL AND ETHNIC MINORITIES
129. TOPICS IN WOMEN'S STUDIES
201. SOCIOLOGY OF AGING
201. TOPICS IN THE SOCIOLOGY OF AGING

AREA IV: SOCIAL DYNAMICS
130. SOCIAL SYSTEMS
132. SOCIAL CHANGE
137. SOCIAL INEQUALITY
138. TOPICS IN CITY LIFE
154. TOPICS IN SOCIOLOGY:
POPULATION STUDIES
SOCIAL BIOLOGY
POPULAR CULTURE
SOCIOLOGY OF WORK AND LEISURE

AREA V: SOCIAL PSYCHOLOGY
161. SOCIAL PSYCHOLOGY
164. COLLECTIVE BEHAVIOR AND SOCIAL MOVEMENTS
165. TOPICS IN SOCIAL PSYCHOLOGY

AREA VI: DEVIANCE
182. CRIMINOLOGY
183. JUVENILE DELIQUENCY
186. DEVIANT BEHAVIOR
187. TOPICS IN DEVIANCE

11. INTRODUCTION TO SOCIOLOGY. (3)
An overview of the sociological perspective. The course emphasizes an understanding of everyday social reality and develops the student's ability to use sociological concepts to interpret social situations and social change. No prerequisite. I and II. **BAC**

12. SOCIAL PROBLEMS IN AMERICAN SOCIETY. (3)
Systematic examination of current social problems and issues rooted in the institutions of the American social structure. Such topics as racism, sexism, urban deterioration and ecological problems will be analyzed. No prerequisite. II. **BAC**

15. INTRODUCTION TO THE PROFESSION. (1)
Designed principally for sociology majors, this course provides an introduction to sociology as a profession and discipline. Topic coverage includes the relationship of sociology to the other social sciences, the library resources frequently used by professional sociologists, and the varied uses to which sociological knowledge may be put. Prerequisite: 6 hours in SO I or II. **BAC**

21. INTRODUCTION TO ANTHROPOLOGY. (3)
A broad survey of how humanity from the earliest times has evolved and dealt with the environment and social reality. Four general topics will be emphasized in the course: human evolution, archaeology, cultural anthropology and linguistics. No prerequisite. I or II. **BAC**

78. QUANTITATIVE METHODS IN SOCIAL SCIENCE. (3)
An introductory course in applied sta-

tistical techniques used in social science. Topics include descriptive statistics such as measures of central tendency and measures of dispersion. Special attention will be given to a systematic discussion of some widely used inferential statistics such as Chi-square and regression. Prerequisite: Any college level course in mathematics. II. **BAC**

79. COMPUTER APPLICATION FOR SOCIAL SCIENCES. (3)
An introduction to Statistical Package for the Social Sciences (SPSS). Prerequisite: SO 78 or equivalent. Alternate years. **BAC**

111. THE FAMILY. (3)
Examination of the major aspects of the family as a social institution; the current trends, changing nature, and possible developments of the family in the future. No prerequisite. I. **BAC**

112. THE SOCIOLOGY OF HEALTH AND ILLNESS. (3)
How various cultures and socio-economic groups view health and illness; how they deal with health problems; social factors in the epidemiology of disease; and how the current system of health care affects individuals. No prerequisite. I or II. **BAC**

114. TOPICS IN FAMILY LIFE. (1-3)
Sequence of three one-hour courses focusing on selected dimensions of contemporary family life. Some topics which are offered include: family in other cultures, parenting, divorce and remarriage. No prerequisites. Course offered alternate years. I or II. **BAC**

121. RACIAL AND ETHNIC MINORITIES. (3)
Study of dominant/minority relations in modern societies. Course content includes analysis of alternate sociological and psychological theories of prejudice, effects of minority status upon the individual and possibility for attitude and behavior change. No prerequisite. Course offered alternate years. I. **BAC**

129. TOPICS IN WOMEN'S STUDIES. (1-19)
See WS/SO 129.

MINORITY WOMEN IN AMERICAN SOCIETY (1)
WOMEN IN OTHER SOCIETIES (2)
WOMEN IN PROFESSIONS (1)
WOMEN IN BLUE-COLLAR OCCUPATIONS (1)
THE SOCIOLOGY OF HOUSEWORK (1)
SOCIALIZATION AND THE ROLES OF WOMEN (1)
WOMEN AND MIDDLE AGE (1)
OLDER WOMEN: PROBLEMS AND POTENTIALS (1)
FEMALE AND MALE RELATIONSHIPS (1)
POWER RELATIONSHIPS IN THE FAMILY (1)
DUAL-CAREER FAMILIES (1)
WOMEN AND CRIME (1)
LEGAL RIGHTS OF WOMEN (1)
MALE SEX ROLES (1)
WOMEN, MEN AND DISEASE (1)
WOMEN AS PATIENTS (1)
WOMEN IN MEDICINE (1)
WOMEN, MEN AND POWER (1)

130. SOCIAL SYSTEMS. (3)
General analysis of systems theory with specific emphasis on the nature of the social system; the major types, and the

process of change as it affects these systems. Prerequisite: SO 11 or SO 21. I. **BAC**

132. SOCIAL CHANGE. (3)
Considers major sociohistorical theories of social change, consequences of change, modernization, and methods of promoting change in societies and organizations. Prerequisite: SO 11. Course offered alternate years. II. **BAC**

137. SOCIAL INEQUALITY. (3)
The bases and consequences of structured inequality in human societies. Primary emphasis is placed on economic inequality as expressed by social classes in American society. Prerequisite: SO 11 or SO 21. Course offered alternate years. II. **BAC**

138. TOPICS IN CITY LIFE. (1-3)
Sequence of three one-hour courses focusing on selected dimensions of life in contemporary American urban communities. Some topics which are offered include: suburban lifestyles, urban transportation problems, small town lifestyles, revitalizing the American city. No prerequisites. Course offered alternate years. I or II. **BAC**

154. TOPICS IN SOCIOLOGY. (3)
Seminar on topics of current interest. Selected topics are listed below. Consent of instructor. I or II. **BAC**

1. Population Studies
2. Cultural Anthropology
3. Sociology of Religion
4. Alternative Lifestyles
5. Social Biology
6. Formal Organizations
7. Popular Culture
8. Sociology of Work and Leisure

161. SOCIAL PSYCHOLOGY. (3)
Study of the formation, structure and functioning of groups including an analysis of group processes and group products in relation to the individual: attitudes, beliefs, perception of self and others. Prerequisites: SO 11 and PY 11. I and II. **BAC**

164. COLLECTIVE BEHAVIOR AND SOCIAL MOVEMENTS. (3)
First portion of course considers riots, panics, crazes, crowd behavior, rumor, and disaster research. Second half focuses on historical and analytic perspectives of protest movements. No prerequisite. Course offered alternate years. II. **BAC**

165. TOPICS IN SOCIAL PSYCHOLOGY. (3)
Seminar on topics of current interest in social psychology. Content variable. Prerequisite: SO 161. **BAC**

171-174. SOCIOLOGICAL THEORY. (1-4)

171. THEORY CONSTRUCTION. (1)
An introduction to social science thinking, its elements and strategies. This course will include discussions of the scientific method, the many roles of theory and the role of formal theory construction in the development of sociological knowledge. Prerequisite: SO 11. **BAC**

172. FUNCTIONAL THEORY. (1)
An introduction to various functional theories used in sociology, including structural functionalism, systems theory and organic positivism. A significant

part of the class will relate these theories to contemporary social phenomena. Prerequisites: SO 11 and 171. **BAC**

173. CONFLICT THEORY. (1)
An introduction to various conflict theories used in sociology, including Marxism, social Darwinism and reflexive sociology. A significant part of the class will relate these theories to contemporary social phenomena. Prerequisites: SO 11 and 171. **BAC**

174. SYMBOLIC INTERACTION/ EXCHANGE THEORY IN SOCIOLOGY. (1)
An introduction to various symbolic interactionist theories used in sociology, including exchange theory, ethnomethodology, phenomenology and social action theory. A significant part of the class will relate these theories to contemporary social phenomena. Prerequisites: SO 11 and 171. **BAC**

178. INTRODUCTION TO RESEARCH. (3)
Introduction to methodology and techniques; formulation of research problems; study design; hypotheses; sampling; measurement; questionnaire construction; interviewing and data collection; processing and tabulation; analysis and interpretation; presentation of findings. Prerequisite: Consent of instructor. I and II. **BAC**

179. RESEARCH PRACTICUM. (2)
Directed studies to provide opportunities for students to utilize their research and theoretical training by conducting a research study. Prerequisites: SO 178 and SO 78 (or equivalent). I and II. **BAC**

182. CRIMINOLOGY. (3)
An introduction to the study of adult criminal behavior. Uses theory and research to analyze the etiology, treatment and prevention of criminal behavior. No prerequisite. Course offered alternate years. I. **BAC**

183. JUVENILE DELINQUENCY. (3)
This course focuses on the causes, treatment and prevention of juvenile delinquency. Relevant theory and research will be utilized to evaluate the effectiveness of the current structure and function of the juvenile system in the corrections field. No prerequisite. Course offered alternate years. I. **BAC**

186. DEVIANT BEHAVIOR. (3)
Study of the nature, causation, social processes and consequences of deviance. Also considers social activities intended to control deviant behavior. Prerequisite: SO 11. II. **BAC**

187. TOPICS IN DEVIANCE. (1-3)
Seminar on topics of current interest in deviance. Some selected topics include: terrorism, victimization, violence in American society. No prerequisite. Course taught alternate years. I or II. **BAC**

199. SEMINAR IN SOCIOLOGY. (1)
Directed studies for sociology majors designed to help the student integrate the substantive, theoretical and methodological knowledge acquired in previously taken sociology courses. Sociology majors only. II.

201. SOCIOLOGY OF AGING. (3)
See GS/SO 201. II.

201. TOPICS IN THE SOCIOLOGY OF AGING. (1-13)
See GS/SO 201.

MENTAL HEALTH AND AGING (1)
SOCIAL FACTORS IN DISEASES OF THE AGED (1)
ISSUES IN HEALTH CARE FOR THE AGED (1)
AGING IN OTHER SOCIETIES (1)
PRACTICUM (1-3)
RELATIONS WITH RELATIVES (1)
BEING MARRIED AND UNMARRIED IN LATER LIFE (1)
SEXUALITY IN LATER LIFE (1)
CRIME AND AGING (1)
AGING AND RETIREMENT (1)

SPANISH (SP)

No major or minor is offered.

All students in Spanish are required to spend at least two hours a week in the language laboratory.

11, 12. BASIC SPANISH I, II. (3,3)
Elements of the language; aural comprehension, oral ability, reading and writing of simple Spanish. Two hours a week laboratory period. For students beginning Spanish or presenting one unit of high school Spanish. **BAC**

16. BASIC SPANISH CONVERSATION I. (3)
Self-expression through systematic practice. Oral training through selected readings. Prerequisites: SP 11, 12 or their equivalent. **BAC**

17. BASIC SPANISH CONVERSATION II. (3)
Review of Spanish grammar and emphasis on basic writing techniques. Prerequisite: SP 16 or equivalent.

SPEECH/THEATRE (ST)

VISITING ARTISTS
Alpha Omega Players
Dain Chandler—Actor
Karen Foss—TV News
Steve Gaton—Equity Stage Manager
Steve Harris—Mime
Hutchinson Repertory Theatre
Charles Leader—Actor
Leonard Nimoy—Actor
Jerry Paris—TV Producer/Actor
Bert Houle and Sophie Wibaux—Mime
Claude Kipnis Mime Theatre
Paige Edwards—Mime
The Oregon Mime Theatre
Seth Reines—Dinner Playhouse, Inc.
Anthony Nayler, British/Am. Inst.—Actor
David Boushey—Stage Combat

Degrees:
Bachelor of Arts Degree in Speech/Theatre (B.A.)
Bachelor of Fine Arts Degree in Speech/Theatre (B.F.A.)

Majors in both degrees:
Speech/Theatre
Speech/Theatre Education

Minors:
Speech and Theatre: 24 hrs:

ST 35, 60, 111, 132, 133, 135 and EN 155, 157

Theatre Arts Management: 24 hours selected with ST advisement, including ST 163 and 166.

Psychodrama
Required courses:

Theatre 15 hours
ST 35 Principles of Acting
ST 60 Orientation to Theatre
ST 111 Script Analysis/Directing Principles
ST 135 Principles of Scene Work
ST 191 or 192 Directing

Psychology 12 hours
PY 11 General Psychology
PY 55 Theories of Personality
PY 161 Social Psychology
PY 162 Abnormal Psychology

Psychodrama 6 hours
PY/ST 12 Intro. to Psychodrama
PY/ST 112 Advanced Techniques in Psychodrama
Total 33 hours

Bachelor of Fine Arts in Performing Arts Degree (B.F.A.)

Major: Performing Arts (dance, music, theatre). See section on Performing Arts for requirements.

B.A. CANDIDACY (Speech and Theatre)
An applicant seeking B.A. Candidacy must obtain approval as a Theatre major in writing from the Theatre Board at close of sophomore year. P/F grades are not permitted with B.A. ST core requirements.

B.F.A. CANDIDACY (Speech and Theatre)
An applicant seeking B.F.A. Candidacy in Speech and Theatre must complete at Avila College a minimum of 12 ST hours with an overall average of "B" before submitting a request in writing to the Theatre Board. If accepted as a B.F.A. candidate in Speech and Theatre, an Avila residency requirement of three academic years is required. A student's previous studio theatre experience in an accredited college will be evaluated as a part of this residency requirement. After acceptance, the candidate will select an area of concentration from one of these areas:
1. Acting/Directing
2. Tech Theatre/Design

As a partial fulfillment of the B.F.A. program, ST 198 is required. In this course, the student will prepare under faculty guidance a project exhibiting his major emphasis, interests, and talents. P/F grades are not permitted with B.F.A. ST core requirements.

Film, Radio, additional Speech, T.V. listed under Communication (CO).

• BACHELOR OF ARTS DEGREE (B.A.)
Majors offered:
Speech/Theatre
Speech/Theatre Education

Speech/Theatre (Preprofessional)
Basic requirements: CO 111; DA 16; EN 155, 157; ST 35, 45, 46, 50, 55, 60, 85, 86, 111, 126, 132, 133, 135. 43 hours

Additional elective ST hours, if desired. Up to 27 hours

Core requirements and electives (outside ST area) 95-68 hours

Total 128 hours

Speech/Theatre Education (Preprofessional)
Requirements for Speech/Theatre (Preprofessional) with addition of the Missouri requirements—See EDUCATION and consult with advisor.

• BACHELOR OF FINE ARTS DEGREE (B.F.A.)

Majors offered:
Speech/Theatre
Speech/Theatre Education

Speech/Theatre (Professionally oriented)
Basic requirements: CO 111; DA 16; EN 155, 157; MU 142; ST 35, 45, 46, 50, 55, 60, 85, 86, 111, 126, 132, 133, 135, 198. 49 hours

ST hours required in B.F.A. Area of Concentration:
(See below: **Areas of Concentration** for requirements and electives in particular Areas:) 22 hours

Other ST electives: 6 hours

Core requirements and electives (outside ST) 51 hours

Total 128 hours

AREAS OF CONCENTRATION

AREA I: Acting/Directing. Requirements: ST 19, 20, 31, 114, 115, 116, 117, 118, 119; 9 hours of upper division acting selected from ST 170, 171, 185, 186; 3 hours of upper division directing selected from ST 191, 192. 22 hours

AREA II: Tech Theatre/Design. Requirements: ST. 120 or 137, 121, 139, 140, 146, practicum choices (4); (ST 158, 160, 162), 165. 22 hours

SPEECH/THEATRE EDUCATION (Professionally oriented with Missouri Secondary Certification) Requirements as above for Speech/Theatre Education (B.A.)

12. INTRODUCTION TO PSYCHODRAMA. (3)

See PY 12

19. AUDITIONING TECHNIQUES. (1)

Study of preparatory steps for interviews, auditions, selection of material, proper dress, demeanor and media; resume and vitae writing; practical class projects. Alternate years.

20. FENCING, FOIL I. (1)

Course may be repeated for credit.

21. FENCING, FOIL II. (1)

Completion of tactics performance. Course may be repeated for credit.

22. STAGE COMBAT. (3)

Lab work acquiring skills in tumbling, falls, and stage fighting. Arranged.

25. NEW YORK FINE ARTS TOUR. (1)

See MU 25.

31. IMPROVISATIONAL THEATRE. (2)

Games to loosen physical and mental

tensions so that the imagination and body will be stimulated to produce spontaneous and intuitive responses to improvisational situations. May be repeated for credit.

35. PRINCIPLES OF ACTING. (3)
Training in the basic elements of the performer's craft. Exercises and class projects to facilitate understanding of and sensitivity to a given situation. Open to all majors; required of ST freshmen and ST transfer students who are also required to take DA 16 and ST 85 in conjunction with this course. I.

45. STAGECRAFT. (3)
Scenery construction and general stagecraft. Fundamental elements of stage design. II.

46. LIGHTING I. (3)
Principles and theories of lighting stage productions. I.

50. STAGE MAKE-UP. (1)
Techniques in application of make-up for specific characterizations, both straight and character. Study of the structure of the face and its relationship to make-up. Arranged offering.

55. COSTUME TECHNIQUES/ WARDROBE PRACTICES. (3)
Techniques of costume construction including a study of fabrics, color, fundamentals of pattern making; wardrobe practices and construction of costumes for stage productions. I, II.

60. ORIENTATION TO THE THEATRE. (3)
Designed for non-theatre and theatre majors. Facilitates the understanding and appreciation of drama as art form; a study of what is drama, its various genres, and social impact. Required introductory course for theatre majors. I. **BAC**

85. FUNCTION/CARE HUMAN VOICE. (1)
Study of the physiology of the vocal apparatus, sound formation. Lecture and lab sessions to insure proper training of voice and achieve voice mastery and power. I.

86. VOICE AND DICTION. (1)
Study of principles and lab work methods of improving speech and diction. Prerequisite: ST 85. II.

111. SCRIPT ANALYSIS/ DIRECTING PRINCIPLES. (3)
Acquire skills in analyzing scripts with applications to directing fundamentals in lab experiential situations. Prerequisite: ST 35, 135. Arranged. I.

112. ADVANCED TECHNIQUES IN PSYCHODRAMA. (3)
Prerequisite: ST 12. See PY 112.

113. VOICE TRAINING, LESSAC METHOD. (3)
A revolutionary visceral approach that enmeshes voice and speech with the emotional and physical energies of the individual. This synergism of energies enables the human voice to communicate every nuance of feeling and purpose. Arranged. Summer.

114. DICTION/ORAL INTERPRETATION. (1)
Designed to increase the student's ability to communicate prose, poetry and drama from the printed page to an audience. Emphasis on expanding the

understanding and enjoyment of literature and an awareness of rhythm, verbal melody and emotional shading appropriate to the selection. Prerequisites: ST 85, 86. Alternate years. I.

115. DICTION/ANNOUNCING. (1)
Lab work applying speaking and announcing principles for effective communication. Prerequisites: ST 85, 86. Alternate years. Arranged.

116. DICTION/PERFORMANCE. (1)
Lab work to elicit proper audience emotional response. Prerequisites: ST 85, 86. Every second or third year. Arranged.

117. DICTION/READERS THEATRE. (1)
Lab work applying voice and diction principles in Readers/Chamber Theatre situations. Prerequisites: ST 85, 86. Every second or third year. Arranged.

118. DIALECTS/AMERICAN. (1)
Lab work in the study and application of rhythms, inflections that comprise regional dialects and flavors. Prerequisites: ST 85, 86. Every third year. Arranged.

119. ACCENTS/FOREIGN. (1)
Lab work in study and practice of rhythms, inflections and pronunciations that comprise the major foreign languages. Prerequisites: ST 85, 86. Every third year. Arranged.

120. SCENE DESIGN CONCEPTS. (3)
Principles and theories of scenic composition. Survey of architectural and scenic styles. Practice in model craft. Prerequisite: ST 45 or equivalent. Alternate years. I.

121. SCENE DESIGN TECHNIQUES. (3)
Survey of theatre architecture. Study of the designer in a production organization. Practice in drafting and perspective drawing. Prerequisite: ST 45 or equivalent. Odd years. II.

126. HISTORY OF COSTUME. (3)
Survey of historical dress from the Egyptians to the present, with special emphasis on those periods most often used in theatrical productions. Alternate years. I. **BAC.**

129. WOMEN AND THE MEDIA. (1)
See WS 129. Arranged offering.

132. HISTORY AND LITERATURE OF THE THEATRE I. (3)
Development of theatre and drama from Greek period to Elizabethan. I. **BAC**

133. HISTORY AND LITERATURE OF THE THEATRE II. (3)
Development of theatre and drama from Elizabethan period to present. II. **BAC**

135. PRINCIPLES OF SCENE WORK. (3)
Exploration of texts, language, and scenes, In-depth analysis of an action; experience in class presentations; emphasis on finding and portraying meaning of various types of scenes. Open to all majors; required of ST freshmen and ST transfer students who

are also required to take ST 20 and ST 86 in conjunction with this course. II.

136. PLAYWRITING. (3)
Basic techniques of writing for the stage. Prerequisite: consent of the instructor. See EN 136.

137. COSTUME DESIGN CONCEPTS. (3)
Obtain variety of rendering techniques; capture psychological impacts and interpret the play and characters through design and color in costumes. Designing costumes as a part of the total production. Prerequisite: Departmental approval. Arranged.

139. SCENERY-PROP CONSTRUCTION. (3)
Advanced techniques in woodworking, painting, metal, fabric, and plastics. Prerequisite: ST 45 or departmental approval. Alternate years. I.

140. ADVANCED DESIGN PROJECTS. (3)
Advanced projects in principles and theory of design (scene/light/costume); possible designing for Actors Laboratory Theatre productions. Prerequisite: departmental approval. May be repeated. Arranged.

146. ADVANCED LIGHTING. (3)
Advanced problems in stage lighting. Prerequisite: ST 46 or departmental approval. Alternate years. II.

158. STAGE MANAGEMENT PRACTICUM. (1-2)
Experience gained by assuming full or assistant stage management duties for a departmental production. May be repeated. Prerequisite: Departmental approval. I, II.

159. REHEARSAL AND PERFORMANCE. (1)
Solving acting problems under guidance in physicalization of attitude and emotion as revealed through work on productions. May be repeated. Prerequisite: departmental approval. I, II.

160. THEATRE TECHNICAL PRACTICE. (1)
Participatory stagecraft and production experience. May be repeated. Prerequisite: departmental approval. I, II.

161. DIRECTING PRACTICUM. (1)
Participatory experience gained by assuming the duties of Assistant Director for departmental production. Prerequisite: departmental approval. May be repeated. I, II.

162. COSTUME PRACTICUM. (1)
Participatory experience assisting design and execution of costumes for departmental production. Prerequisite: departmental approval. May be repeated. I, II.

163. THEATRE MANAGEMENT PRACTICUM. (1)
Participatory experience in Goppert Theatre management for advanced students. Selected individual projects prepare students for future management situations. Prerequisite: ST 166. I, II.

165. STAGE MANAGEMENT. (3)
Techniques of stage managers in production. I.

166. THEATRE MANAGEMENT. (3)
Survey of business management in educational, community, and professional theatre. Even years. I.

170. ACTING—19TH CENTURY. (3)
Investigation of acting problems commencing with works of Ibsen. Scene work and intensive focus on process of creating spiritual existence of character being portrayed. Prerequisites: ST 35, 135 or departmental approval. Alternate years. I.

171. ACTING—20TH CENTURY. (3)
Further investigation and analysis of character, a search for increased sensitivity to nuance of language and a deeper understanding of socio-political situation, wholeness of creation is course objective. Prerequisites: ST 35, 135 or departmental approval. Alternate years. II.

176. SUMMER THEATRE WORKSHOP. (3-6)
An Actors Laboratory Theatre; under departmental guidance, students act, direct, design, and light their own productions in working environments that culminate in public performances. Prerequisite: Consent of instructor. May be repeated for credit.

180. CHILDREN'S SUMMER THEATRE WORKSHOP: AVILA SHOWTIME. (3)
A Day Center Theatre Workshop for children. Student advisors working with instructor plan and supervise the workshop culminating in public presentation.

182. CHILDREN'S THEATRE PRACTICES. (3)
Play production for the child audience. Directing, scene design and techniques for staging. Participation in production possible. Arranged offering.

183. CREATIVE DRAMATICS. (3)
Methodology, techniques, and philosophy of working with children in creative dramatics programs with specifics for various age levels. (Lab work with children when possible.) Arranged offering.

ED 184. SPEECH FOR THE ELEMENTARY SCHOOL. (2)
Procedures and techniques for teaching speech as an aid to the classroom teacher with or without special training in speech. Voice training, bodily activity, rhythm, curricular correlation, and extracurricular activities. Arranged offering.

185. ACTING—CLASSICAL/ RESTORATION. (3)
In-depth consideration of classical, neoclassical and restoration eras. Heightened scene work in lab situations to broaden scope and understanding of acting problems and procedures. Prerequisites: ST 31, 35, 114, 117, 135 or departmental approval. Alternate years. I.

186. ACTING—ELIZABETHAN (3)
Problems encountered in Shakespeare and contemporaries. Intensive lab work mounting scenes or public projects. Prerequisites: ST 31, 35, 114, 117, 135, or departmental approval. Alternate years. II.

191. ADVANCED DIRECTING. (3)
Practical application of principles and directorial concepts in class/studio projects. Prerequisite: ST 111 or departmental approval. Arranged.

192. DIRECTING STYLES. (3)
Principles and projects in modes of directing from classical to modern. Prerequisites: ST 191 or departmental approval. Arranged.

ED 195. TEACHING OF SPEECH/ THEATRE IN THE SECONDARY SCHOOL. (2)
Methods and materials for developing skill and proficiency in all types of speech and in specialized types of performance. Arranged offering.

196. SPECIAL TOPICS. (1-3)
Special Topics relevant to Theatre will be the focus of group discussion and analysis. Topics and instructors to be listed in the class schedules. Arranged.

198, 199. DIRECTED STUDIES/ TUTORIALS I, II. (3,3)
This course is intended to fulfill the particular needs and interests of the student nearing graduation. The student will pursue, under faculty supervision, an advanced study project in the area of his choice. Prerequisite: departmental approval. I, II. Each course may be repeated for credit with departmental approval.

201. THERAPEUTIC USES OF DRAMA. (1)
See GS/ST 201.

WOMEN'S STUDIES (WS)

No major offered.

Minor: Eighteen hours in Women's Studies to be chosen with the approval of the advisor.

WOMEN AND WORK. (1-4)

WS/PA 129. WOMEN AND MANAGEMENT. (1)
The thrust of this course is on the unique problems encountered by women managers, supervisors and task leaders; assesses techniques of dealing with such problems, administrative decision-making and conflict resolution procedures. No prerequisite.

WS/SO 129. WOMEN IN PROFESSIONS. (1)
A study of women's positions in American professions in order to achieve an understanding of the realities and analytical problems facing the professional woman as well as a prognosis for the future. No prerequisite.

WS/SO 129. WOMEN IN BLUE-COLLAR OCCUPATIONS. (1)
An examination of the unique experiences of women in blue-collar jobs. These include discrimination and sexual harassment. Also discussed is the future of full-time employment for women in blue-collar professions. No prerequisite.

WS/SO 129. THE SOCIOLOGY OF HOUSEWORK. (1)
This course examines work in a special setting, the home. Topics include the division of labor in the home, differences

between housework and other types of full-time employment, and alternative forms of housework. No prerequisite.

WOMEN THROUGH THE LIFE CYCLE. (1-3)

WS/SO 129. SOCIALIZATION AND THE ROLES OF WOMEN. (1)
Analysis of the socialization and education of the American female, the consequences of this socialization and the roles women traditionally perform and may perform in the future. No prerequisite.

WS/SO 129. WOMEN AND MIDDLE AGE. (1)
An exploration of the life experiences of middle-aged women. Much of the course will discuss various transitions in roles women experience as they age. Topics include the personal, family and career lives of middle-aged women. No prerequisite.

WS/SO 129. OLDER WOMEN: PROBLEMS AND POTENTIALS. (1)
Examines the effects of aging, biological and psychosocial, on women. Special emphasis on social status of aged women; economic security; employment, retirement, income maintenance. No prerequisite.

WS/HI 129. TOPICS IN WOMEN'S HISTORY. (1-3)
Covers the history of the image of women in America and the history of the feminist movement in the United States. No prerequisite.

WOMEN AND THE LAW. (1-4)

WS/PS 129. WOMEN IN POLITICS. (1)
Study of the basis of female participation in the American political process; who participates and why; political issues relevant to American women; legal rights of females; power and minority status. No prerequisite.

WS/SO 129. WOMEN AND CRIME. (1)
Study of deviancy patterns among women; types of deviancy; characteristics of the female offender; encounters with the criminal justice system; rehabilitation patterns. No prerequisite.

WS/SO 129. LEGAL RIGHTS OF WOMEN. (1)
Exploration of the current issues surrounding women's rights. Topics include credit rights, employment rights, procreation rights, political (citizen) rights, etc. No prerequisite.

WOMEN AND THE FAMILY. (1-2)

WS/SO 129. FEMALE AND MALE RELATIONSHIPS. (1)
After examining a wide variety of female and male relationships, this course will focus on topics such as abrupt and gradual transitions in a relationship, the emergence of relationships, and the breakdown of female and male relationships. No prerequisite.

WS/SO 129. DUAL-CAREER FAMILIES. (1)
This course examines those family situations where both parents work outside of the home. Topics include the consequences of a dual-career family style on children and adults, housework in a

dual-career family, and power relationships in a dual-career marriage. No prerequisite.

WOMEN AND HEALTH. (1-3)

WS/SO 129. WOMEN, MEN AND DISEASE (1)
This course will examine the gender differences in disease and death. Among the topics will be the determinants of these differences and the consequences of these differences for women and men. No prerequisite.

WS/SO 129. WOMEN AS PATIENTS. (1)
This course examines the illness experiences of women. Much of the course will focus on the illness behavior of women. Specific topics include the perception of illness by women, relations between female patients and practitioners, and the use of health services by women. No prerequisite.

WS/SO 129. WOMEN IN MEDICINE. (1)
This course focuses on the status of women in health occupations. A wide variety of health occupations will be examined, including the positions of physician and nurse. A major part of the course will discuss the gender inequalities in these occupations. No prerequisite.

WS/SO 129. WOMEN, MEN AND POWER. (1)
An examination of the uses of power by women and men in a variety of settings. Topics include power in marital relationships, sexual relationships and working relationships. No prerequisite.

WS/SO 129. MINORITY WOMEN IN AMERICAN SOCIETY. (1)
A study of the female's traditional and changing roles in various miniority groups (religious, economic, racial, ethnic) in American society. No prerequisite.

WS/SO 129. WOMEN IN OTHER SOCIETIES. (2)
Examination of women's roles in various societies including cross-cultural comparisons. No prerequisite.

WS/SO 129. THE MALE SEX ROLE. (1)
An examination of the male sex role in the United States. Of particular attention is the socialization of the American male, the consequences of this socialization, and the elements of the male sex role today and in the future. No prerequisite.

WS/BI 129. BIOLOGICAL AND GENETIC CONSIDERATIONS OF SEX DIFFERENCES. (1)
Besides a consideration of the physical and hormonal differences between men and women, the course will consider such topics as: mechanisms of sex determination; sexual anomalies; personal and social influences on gender identity; and gender differences in human development and disease susceptibility. No prerequisite.

WS/EN 129. WOMEN AND MEN IN LITERATURE. (1-3)
Discussion of novels, short stories, poetry, and drama that deal with men's and women's changing roles in life, their psychological motivations, and their struggles to understand self and realize individuality. This course will be taught in three mini-sections that may be

selected independently. No prerequisite.

WS/PY 129. PSYCHOLOGICAL ASPECTS OF BEING FEMALE. (3)
Exploration of the psychological factors contributing to female needs and personality traits. The personal assets and strains associated with female psychology will be related to students' personal experiences. No prerequisite.

WS/ST 129. WOMEN AND THE MEDIA. (1)
A cursory study of women's rise and influence in theatre and television—from historical rejection to modern acceptance; her expanding presence and power in a "viewing" world will be considered by noting her shift from merely artistic endeavors to administrative positions, to writing and newscasting, among others. No prerequisite.

ADMINISTRATION

BOARD OF TRUSTEES

Alfred J. Blasco (1967)
Chairman, Board of Trustees.

Sister Anne Kelly (1984)
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Mary Lou Lillis
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Jerry T. Powell
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Charles N. Van Zante
Patricia Waris
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Robert R. Zambri

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Director of Computer Services, and Associate Professor of Computer Science. B.S., Fort Hays State College; M.S., Pittsburg State College; Ed.D., University of Kansas.

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Assistant Bookstore Manager. B.A., Fontbonne College.

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Registrar and Instructor in Business. B.A., Fontbonne College; M.A., St. Louis University.

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Head Men's Basketball Coach; Instructor in Business. B.A., Avila College, M.B.A., Rockhurst College.

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Director of Athletics and Head Soccer Coach. B.S., M.A., Western Michigan University.

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MEMBERS OF THE FACULTY

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INDEX

Academic Calendar....4
Academic Departments....49
Academic Regulations....44
Acceptance Procedures....27
Accreditation....3
Administrative Officers/Staff....204
Admissions Requirements....22, 25
Advanced Placement....42
Allied Health....79
Alumni Association....20
Appeals Procedure, Academic Matters....48
Application Procedure....22
Associate Degree in Business....61
Associate Degree in General Studies....56
Art....79
Athletic Programs....8
Attendance....45
Awards....20

Bachelor of Arts....53
Bachelor of Fine Arts....54
Bachelor of General Studies....56
Bachelor of Music....57
Bachelor of Science in Biology....58
Bachelor of Science in Business Administration....60
Bachelor of Science in Chemistry....58
Bachelor of Science in Cytotechnology....61
Bachelor of Science in Education....63
Bachelor of Science in Mathematics/Computer Science....58
Bachelor of Science in Medical Technology....65
Bachelor of Science in Nursing....67
Bachelor of Science in Premedicine....58
Bachelor of Science in Radiologic Technology....71
Bachelor of Science in Respiratory Therapy....74
Bachelor of Social Work....77
Biology....83
Board of Counselors....203
Board of Trustees....203
Business Administration....88

Catalog Students Must Follow....44
Campus Ministry....8
Career Development....8
Change of Program....47
Chemistry....105
Classification of Students....45
College Entrance Examination....22
College Fact Sheet....3
College Skills Program....8
Communication....108
Computer Science....111
Continuing Education....40
Contracts....15
Cooperative Programs....40
Counseling Service....8
Course Descriptions....78
Course Load....45
Course Numbering System....79
Credit by Examination....41
Credit Cards....36
Credit Hours....44
Credit Options....40
Credits, High School....21
Cytotechnology....113

Dance....114
Dean's List....45
Deferred Payment Plan....36
Degree, Application for....52
Degrees....52
Departments....49
Departmental Exams....42
Dismissal....19, 47
Double Major....52
Dual Enrollment....24, 41

Earth Science....116
Economics....117
Education....120
Elementary Education....120
Employment, Work-Study....29
English....126
English Proficiency Requirement....48

Enrichment Students....24
Expenses, General....30
Experiential Learning....42

Faculty....205
Fees....31
Financial Assistance....28
French....129

General Studies....131
Geography....131
Gerontological Studies....131
Grade Points....44
Grading System....44
Graduate Students....23
Graduation Requirements....52
Grants....29
Guest Speakers....13

Health Services....8
History....136
History and Philosophy of Avila College....6
Home Economics....139
Honor Societies....20
Honors....45
Human Resource Centre....8

Information Dissemination....13
International Students....23

Lay Ministry Program....179
Legal Assistant....91
Legal Studies....160
Loans....29

Majors....53
Master of Business Administration....98
Master of Science in Education....124
Master of Science in Psychology....164
Mathematics....139
Mathematics/Computer Science....140
Medical Technology....142
Memberships....3
Military Credit....42
Minors....53
Montessori....120
Music....146

National Federation of Carondelet Colleges....40
Natural Science....150
Non-Credit Program....40
Non-Discriminatory Policy....3
Non-Degree-Seeking Students....24
Non-Traditional Students....31
Nursing....151
Nursing Loans and Scholarships....29
Nursing Program, Re-admission to....26

Parking....14
Payment of Accounts....36
Performing Arts....154
Philosophy....156
Physical Education....157
Physics....157
Piano, Organ....147
Political Science....158
Pre-Freshman Admissions....24
Pre-Law....160
Premedical Program....161
Preschool Education....120
Probation....19, 47
Provisional Admissions....27
Psychodrama Minor....193
Psychology....162
Public Administration....167

Radiologic Technology....171
Refund Policy....36
Religious Studies....177
Residence Halls, Refund Policy....37
Residence Life....8
Respiratory Therapy....181
Room and Meals....34

Sales and Solicitation....15
Scholarships....29
Secondary Education....120
Social Work....184
Sociology....187
Spanish....192
Special Education....120
Speech/Theatre....192
Student Classification....45
Student Conduct, Code of....16
Student Development....9
Student I.D. Cards....15
Student Life Policies....10
Student Organizations....10
Student Publications....11
Student Services....8

Teacher Certification....24
Transcript of Credits....45
Transfer Credits....45
Tuition....30
Tuition Adjustment....36
Tuition, Guarantee Program....30

Voice....147

Weekend College....50
Weekend Intensive Courses....50
Withdrawal....36, 47
Women's Studies....199

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